

We are looking for an experienced and committed professional to join our team at our Glanegg/Carinthia site with immediate effect

CUSTOMER SERVICE & PRODUCTION PLANNING

(m/f/d)

Your responsibilities:

- Responsible for supporting our customers from enquiry and quotation through order processing to on-time delivery
- Independent planning and coordination of production orders in close cooperation with Production and Logistics
- Preparation and follow-up of quotations
- Entry, processing and monitoring of customer orders
- Ensuring efficient production planning and on-time delivery
- Ongoing coordination with customers, Production, Logistics and Sales
- Maintenance of customer, item and order data in SAP and support in optimising processes and workflows

Your profile:

- Several years of experience in internal sales, order processing and/or production planning
- Experience in a manufacturing company, ideally in the building materials, plastics or EPS sector
- Strong organisational and planning skills
- Structured, independent and solution-oriented approach to work
- Strong customer focus and communication skills
- Good IT skills; ERP experience is an advantage
- Team player with a strong sense of responsibility and a hands-on mentality

Our perspectives:

- A varied and responsible position with scope to make a difference
- The opportunity to work in a successful and future-oriented company
- Short decision-making paths and a collegial working environment
- Tailored onboarding and professional development opportunities
- An attractive salary based on your qualifications and professional experience
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If you have experience in internal sales and planning and enjoy working independently, we look forward to receiving your application.

The gross monthly salary starts at EUR 3,000.00. A higher salary may be offered depending on qualifications and professional experience.

Please send your application to:

HIRSCH Servo AG
Barbara Wagner-Drolle
Human Resources
9555 Glanegg 58
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www.hirsch-gruppe.com

