

To support our team we are looking for an:

Commercial employee / Team Assistant (m/f/d)

Requirements:

- Completed apprenticeship
- Professional experience in the commercial field
- Reliability and organizational skills
- Open, resilient and structured character
- Business fluent english

The job requires a place of residence within a 30 km radius of Vaduz, the capital of Lichtenstein.

Your mission:

- Telephone customer service
- Preparation of quotations and order confirmations
- Organization and documentation of telephone and personal appointments
- Data maintenance
- Other administrative activities

Why us?:

A young, modern company with flexible structures and flat hierarchical levels.

The opportunity to implement your own ideas in consultation with the sales management and general management and thus independently provide important impulses for further success.

A job in which you are allowed to proceed in a self-structured and self-organized manner and primarily arrange your own working hours.

What counts for us is our mutual success!

Application documents by email to: patryk@getnode.io

The company Yourmarket AG is a company specialized in IT and hosting services, located in Lichtenstein. Founded in 2018, the company specializes in advertising on online portals.