



## PR/087029 | SAP using Inside Sales Assistant - Logistics in Düsseldorf

### 募集職種

#### 人材紹介会社

ジェイエイシーリクルートメントドイツ

#### 求人ID

1541320

#### 業種

化学・素材

#### 雇用形態

正社員

#### 勤務地

ドイツ

#### 給与

経験考慮の上、応相談

#### 更新日

2025年05月20日 12:52

### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル

#### 日本語レベル

ビジネス会話レベル

#### 最終学歴

短大卒：準学士号

#### 現在のビザ

日本での就労許可は必要ありません

### 募集要項

#### COMPANY OVERVIEW

Step into a world where tradition meets innovation. This international enterprise originally from Japan, based in Düsseldorf, has been a cornerstone in the chemical distribution industry for over a century, offering tailored solutions across a wide spectrum of basic and specialty chemicals. With a strong European presence and a global reach, the company is known for its reliability, sustainability, and forward-thinking approach.

#### JOB RESPONSIBILITIES

- Manage end-to-end order processing for international trade operations.
- Coordinate logistics and warehousing in collaboration with freight forwarders.

- Issue invoices, manage credit applications, and monitor payment receipts.
- Provide sales data and administrative support to the sales team and management.
- Serve as a point of contact for customers and suppliers.
- Ensure accurate documentation and compliance with SAP

#### JOB REQUIREMENTS

- Experienced using SAP is a must
- At least 3 years of experience in Import and Export
- Proficient in written and spoken English (Business fluent) and minimum B1 level in German
- Confident user of standard MS Office applications
- Strong customer service orientation and a collaborative team spirit
- Friendly, professional demeanour with a high level of reliability

#### PREFERRED SKILLS AND EXPERIENCES

- A proactive approach with strong attention to detail
- Experience working in or familiarity with Japanese companies is a plus

#### BENEFITS FURTHER

- Salary: Up to 50.000 Eur p.a.
- Variable bonus on top
- Permanent full-time position (38.5 hours/week)
- Flex time (between 7:40-9:30 start)
- Deutschland Ticket
- Old-Age pension scheme
- Accident group insurance
- Contributions to capital formation
- 30 days of annual leave
- Work in an international environment with over 20 different nationalities
- Supportive, team-oriented work culture with thorough onboarding