

Job Title: Customer Service, Internal Sales and ICT responsible

Department: Fullwood Packo-Belgium

Reporting to: Country Manager- Belgium

About us

Fullwood NV is the importer for the Fullwood Packo milking machines, milking robots and milk cooling tank in Belgium. We work with a fixed dealer network of 10 independent Fullwood Packo centers spread over Belgium. These provide a 24 / 24h service that has no equal. As part of the Fullwood Group, Fullwood NV maintains close contact with dealers and end customers. In this way it is possible to quickly respond to the needs of the market.

Key Duties

Working as part of a close-knit team your role will encompass: -

- Preparation and distribution of weekly/monthly report for sales, orders and quotes
- Maintenance and updating of the price lists
- Maintenance, support and training of our ERP / CRM package
- Manage and follow up the stock/projects from order to delivery
- Manage ICT infrastructure
- Back office sales, making offers for special request
- Entering and follow up warranties
- Project work

Experience & Key Skills

Essential

- Excellent IT skills and particularly a proficiency in Excel
- Good communication and personal skills
- Good language skills; Dutch, French and English
- Team player
- Attention to detail and willingness to complete tasks
- Adaptable

Desirable

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- Good communication and personal skills
- Good language skills; Dutch, French and English
- Team player
- Attention to detail and willingness to complete tasks
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Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

What We Offer

- A fulltime permanent position
- An exciting position in an interesting innovative area with a growing, international company.
- Part of a proactive and dynamic team
- Competitive salary
- Work in a traffic-free environment
- The possibility to develop yourself in an organisation with a flat structure and entrepreneurial attitude.

Applications

Via email to Frederick.audenaert@fullwoodpacko.com

For more information about Fullwood Packo Group please take a look at our website www.fullwoodpacko.com.