

Emile Egger & Cie SA
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Emile Egger & Cie SA is an internationally renowned enterprise with Headquarters in Cressier near Neuchâtel. The company employs today around 470 employees worldwide and focuses on the design, development and manufacturing of high quality, customized solids handling centrifugal pumps across a wide range of industries such as the demanding sewage, chemical, petrochemical, steel and textile sectors, etc.

In order to reinforce our "Order Management" team at our Swiss Headquarters we are seeking a skilled and motivated:

Back Office Technician (H/F) – 100%

Your tasks :

- Technical order management of standard orders (80%) and demanding projects (20%) in terms of quality and costs from order entry to final customer acceptance
- Simultaneous Management of several orders
- Technical and commercial support in the preparation of offers
- Contact person between the customer, internal departments and planning

Profile and skills :

- Commercial background with technical knowledge
- Ideally a first experience in the machine industry
- Good knowledge of IT tools (CRM and ERP)
- Excellent oral and written knowledge of German and English as well as French (at least B2)
- Negotiation skills, communication skills, assertiveness, analytical skills, structured and solution-oriented working method, autonomous task and time management, sense of responsibility, personal initiative and team spirit are indispensable skills

Start date : immediately or upon agreement

Do you feel concerned?

We look forward to receiving your complete application containing the usual documents at rh@eggerpumps.com. For further information about our company, please visit www.eggerpumps.com