

**Job vacancy:**  
**Sales Support Specialist - HU**

**Number of available position: 5**

**General information:**

Location: **Budapest**

Form of employment: **full time**

Type of contract: **Permanent job**

Average monthly salary (Euro): **1100 EUR**

**Job description:**

International service firm is looking for a precise and reliable person to execute administrative tasks such as order management, executing crediting processes, data entry in SAP and other tools used within the company. Communication skills, analytical skills, service focus and proactivity are the main competences for this role. The candidate should be a quick learner and efficient in time management to respect the service level agreements with our customers.

**Requirements:**

- ✓ **General requirements:**
  - EU28 + Norway or Iceland citizenships\*
  - Residence in any of the EU28 Member States + Norway or Iceland (outside Hungary)\*
  - Registered on the YfEj platform with a complete CV in English
- ✓ **Language knowledge:**
  - Advanced English + intermediate French (minimum B2 level) or Advanced English + intermediate German
- ✓ **Other specific requirements:**
  - minimum Bachelors (BA or BSc)



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**Procedure to participate in the selection:**

To participate in the selection it is necessary to be registered on YfEj Platform:

<http://www.yourfirsteuresjob.eu/it/login>

The CV inserted must be written in in English and COMPLETED in all the fields.

Once you are registered and you have COMPLETELY filled in your CV, please **send an email to [jobmobility@cittametropolitanaroma.gov.it](mailto:jobmobility@cittametropolitanaroma.gov.it)** indicating **“Sales Support Specialist – HU”** in the object.

Only candidates registered with a complete CV and responding to the requirements will be contacted for the selection.

***\* Nationals and/or residents in Norway and Iceland are eligible only for YfEj 5.0 (18-35 years old)***



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di Roma Capitale

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