

POWERBOX
Mastering Power

Customer Service Operations Specialist

Gnesta: Thursday, November 23, 2017

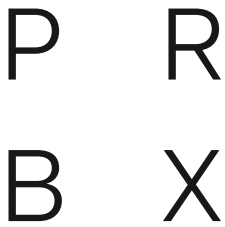
With headquarters in Sweden and operations in 15 countries across four continents, Powerbox serves customers all around the globe with leading edge power supply products for demanding industries.

Supported by our talented people, sharing their knowledge and engagement for success, Powerbox is recognized for technical innovations that reduce energy consumption as well as to manage full product lifecycles while minimizing environmental impact.

At Powerbox Customer Service Operations (CSO), we are proud of our customers, partners and suppliers feedback of providing excellent service levels. As the hub in providing such services, our experts are working in a highly dynamic, multi-tasking environment, motivated by solving problems and shortening time to service. If you enjoy working in a very dynamic organization and share your knowledge and expertise with your co-workers in an international environment, then Powerbox is the ideal company for you.

Your role within Powerbox CSO

- Manage Customer orders including administration of forecasts and call offs
- Handle operational purchase of material and standard products from factories and suppliers
- Work in close contact with our international Sales teams as well as with Customers, Suppliers/Factories/Partners, forwarding agents and our co-workers in our central warehouse in Bremen
- Have an Operational supplier responsibility and in some cases also extended customer relationship
- Plan, follow up and manage inbound deliveries from suppliers and outbound deliveries to customers including custom clearance and transport control. You will make sure to manage and plan deliveries in the right time, to the right place and in the right condition



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Required skill and expertise

- We are looking for a flexible team player with knowledge and experience in Logistics and Customer Service to join us at Customer Service Operations
- You have a bachelor degree in Logistics or Business Economics or an equivalent experience in the work field
- You should have fundamental knowledge in accounting to manage daily business support, reports and in some cases invoices and credit invoices to customers.
- You need fundamental knowledge in purchasing and documented negotiation skills
- You must have excellent skills in English to manage the information flow and to keep a high level of communication between the parties in the supply chain
- Language skills in German, Spanish, French or Chinese is a merit but not required
- Knowledge of ERP systems is highly desirable as this will be your daily tool for Customer Order Processing and Supply Chain Management. Fundamental skills in MS Office, especially Excel.

Job localization

The position is for permanent employment at Powerbox Headquarter in Gnesta, Sweden.

We are looking forward to receive your application before: 2017-12-15

For more information

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