

REED is a specialist provider of permanent, contract, temporary and outsourced recruitment solutions, IT and HR consulting. Assisting jobseekers and employers since 1960, Reed's global expertise spans Europe, the Middle East and Asia Pacific. **In Poland we specialise in Multilingual Shared Services, Accountancy, Banking, Finance, IT & Telecoms, Property & Construction, Engineering, Sales & Marketing.**



For our international Client, a **leading provider of ICT-based business solutions for the global market place** located in **Bydgoszcz, Central Poland** we are looking for **Slovak speaking Customer Service Consultants.**

Job Description/Purpose:

Customer Service Consultant with Slovak will be responsible for acting as first point of contact for all customers queries and end to end ownership of all elements leading to a successful and efficient resolution.

Responsibilities:

- Answering customers' IT related queries in a professional manner
- Network and e-mail accounts administration
- Daily check tasks
- Taking parts in various projects

Skills Required:

- **Proficiency in Slovak**
- **Good knowledge of English**
- University degree preferred (or a student)
- Knowledge of various software and applications (minimum: Windows environment and MS Office package)
- Interpersonal skills crucial for working in a customer service centre such as: excellent communication skills, readiness to work flexible hours, customer orientation, teamwork, optimism and enthusiasm.

We offer:

- An interesting job in one of the largest IT companies
- Challenging work environment
- Highly motivated team and international corporate culture
- Full-time job in rota system

- Competitive salary
- IT & soft skills trainings

If you are interested in the role please apply or send your CV to **samantha.lisik@reedglobal.com**.

Please note that we will contact only selected candidates.