



A CAREER IS FINDING JUST THE RIGHT PATH FOR YOU FROM AMONG MANY OPTIONS.

You are important to us. The cornerstone of our success is from the creativity and motivation of our approximately 2,300 employees worldwide at 72 locations. Storopack is a global leader/specialist in developing and producing protective packaging and technical molded parts. We encourage our employees to be decisive even in challenging situations by empowering them to make a difference helping the company grow positively and profitably.

We are looking to recruit a flexible and team-oriented Assistant Internal Customer Service (m/f/d) to support the Hong Kong team at our **Hong Kong** office. This position is available for an immediate start.

ASSISTANT INTERNAL CUSTOMER SERVICE (M/F/D)

YOUR SKILLS:

- ▶ High school diploma or above
- ▶ 1-2 years working experience
- ▶ Fluent in Cantonese, English and Mandarin
- ▶ Excellent customer service and communication skills
- ▶ Good computer skills (Outlook, Word, Excel)
- ▶ Attention to details and able to work independently and in cooperation with team members
- ▶ Detailed and customer oriented, independent and able to handle multiple tasks at the same time
- ▶ Ability to handle pressure from customers
- ▶ Ability to meet tight deadline

WE OFFER:

Storopack will provide you with on-the-job training as well as continuous further education relating to your position. The job is varied and challenging and we are looking forward to welcoming a new staff member to the already existing, dynamic and dedicated team.

RESPONSIBILITIES:

- ▶ Handling customer's enquiries and build long term relationship with customers, claims, complaints, reports and overseas offices
- ▶ Order management, coordinating with the forwarder, arranging shipment and delivery
- ▶ Handle daily customer service operation, such as quotations, order arrangements, invoicing and after-sales-services
- ▶ Inventory management
- ▶ Support ad hoc duties as and when required

WE LOOK FORWARD TO RECEIVING YOUR APPLICATION:

Storopack Hong Kong
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