



OLBRICH

The self-set demands on our work are high – for we rank among the best worldwide in our sector. We owe this above all our highly qualified employees and engineers who daily realize innovative lines for the production of wallpaper, floor coverings, films/foils and technical textiles.

To strengthen our team at our location in Bocholt, Hamburg or in Switzerland, we are looking at the soonest possible date for a

TECHNICAL EMPLOYEE FOR SERVICE PROCESSING (m/w/d)

Your Tasks

- Recording of customer enquiries regarding service and spare parts
- Identification of spare parts from drawings, parts lists, archives or CAD systems
- Evaluation and preparation of quotations for the identified parts, spare parts and small projects
- Development of technical solutions incl. the creation of small adaptive constructions
- Inquiry with suppliers
- Creation of orders in the ERP system
- Coordination of service projects at the customer's site in close coordination with the interface departments
- Deadline tracking for spare parts orders and service projects
- Administrative handling and assistance with service projects
- Customer support / technical advice to customers

Your Profile

- A completed technical education. Mechanical engineering technician / Bachelor of Engineering or comparable qualification
- Several years of professional experience in plant engineering, special machine building are desirable
- Structured and analytical way of working
- Experienced in the use of standard IT applications (CRM and ERP systems, MS Office, as well as the CAD systems represented in the group).
- A good understanding of processes
- Very good knowledge of English, further language skills are an advantage
- Autonomous working style and team orientation

You can expect a diversified range of tasks with a wide range of creation and development possibilities. We look forward to receiving your informative application documents (.pdf document) stating your salary expectations and the earliest date you could start.