

Order Management Officer with English

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Company: IBPM

Location: Poland

Category: other-general

Order Management Officer with English - Lodz

87931BR

Job Description

Order Management Officer with English

Location: Łódź: Infosys Poland Sp. z o.o.

Responsibilities:

Order Creation / End-to-end Order Management

Handling customers queries and ensuring client satisfaction

Reports preparation

Manage implementation of automation initiatives for the team

Ensure the quality results

Ability to work in the hybrid model

Requirements:

Intermediate in English (at least B2)

Feel comfortable with working with MS Office: Excel, Word, PowerPoint, Outlook

1 year of experience in Order Management/Logistics/Sourcing and Procurement

Knowledge of Oracle/SAP or equivalent system would be an asset

Willingness to learn

Enthusiasm

Analytical mindset

We offer to the candidates:

Career in the multinational company

Opportunity to take part in international projects and gain experience with various businesses

Set of social benefits to choose from

Training program

Country

Poland

Interest Group

IBPM

Company

IBPO Poland

Role Designation

232ASRPREX Senior Process Executive

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Cross References and Citations:

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