

“macle...supports the computing industry”

Since the foundation of our company in the year 1999, this has been our motto. Being an independent distributor of well-known IT brands, such as IBM and HP, we offer our customers skillful advice on server configurations and competent counselling with regard to our manifold products. Innovative sales concepts, such as our “remarketing” program and the stocking of end-of-life products are unique in this line of business and secure our constant growth.

Wishing to extend our Export Sales team we are looking for a

Temporary Assistant (f/m)

Being fluent in Dutch and English you will support our Export Sales team by taking part in the daily administrative business, either by sending offers, answering universal questions, working on team projects, doing background research and administrative work both for and with the help of your colleagues.

To be able to fulfill your tasks effectively and proficiently, you should have experience in working with the MS-Office package and the internet. You should not be afraid of the specific databases that you will get into touch with, esp. after being taught how to use them.

A flexible scheduling will be possible in order to enable you to combine your studies with this job.

If you think this an opportunity for you to enter an innovative and young but already well-established company, we are looking forward to receiving your application on jobs@macle.de.