

HOSS-FOOD OFFSHORE

JOB VACANCY

Job Title: Customer Service

Job Description: will correspond with suppliers in Europe and customers in Lebanon and throughout the Middle East regarding requests for offers, processing of orders and customer complaints. The correspondence is in English using all means of communications such as: telephone, fax, and email.

Job Location: Choueifat

Country: Lebanon

Qualifications/ Requirements:

Degree: Bachelor Degree

Field of Study: Business Administration or other related Arts and Sciences major

Work Experience: any experience in dealing with customers is a plus

Personal qualities: strong personality

Skills needed: good communication skills

Languages: Speak and write English & Arabic fluently. Typing Arabic is a plus

Gender: Female

Working Conditions

Working hours: Mon. to Fri. (9am to 5pm), Sat. (9am to 1pm)

Salary: Depending on the degree and experience

Contact 

Send C.V to:

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