



REGIONE
PUGLIA



Servizi Europei per l'Impiego
CONSIGLIERE EURES CARLO SINISI

POLONIA

Profilo	Esperto di vendita e servizi ai clienti di lingua italiana Eccellente conoscenza della lingua inglese
N. posti	1
Azienda	Jobhouse Sp. z o.o. www.jobhouse.pl
Località	Varsavia
Offerta	Sales and client service specialist with Italian language Tutti i dettagli dell'offerta sono descritti nella scheda allegata.
Per candidarsi	Inviare CV professionale = IN INGLESE = a m.tredota@wup.mazowsze.pl con in oggetto: "Sales and client service specialist ITA #eurespuglia"
Responsabile di selezione	Maciej Trędota – infotel +48 22 532-22-36
Fonte	Maciej Trędota – consigliere EURES Polonia
Codice da citare	14650@StPr/16/19748 SPRZED/WAW/WLO
Scadenza	30/11/2016

JOB VACANCY

EURES ref. numberⁱ:

or

National ref. numberⁱⁱ: 14650@StPr/16/19748



Job title (without abbreviations):	Sales and client service specialist with knowledge of Italian language
ISCO code: (to be taken from EURES portal)	
Job description / Scope of responsibilities	Duties include: Current customer service, order fulfillment, phone contact with the individual client (in Italian). Answering clients questions. Promoting and sales of products. Keeping good relations with clients. Taking care of the good image of the company. Advisory on fitting the products to individual need. Administration and work with internal system.
Number of posts:	2
Employment place – Country:	Poland

DETAILS OF JOB VACANCY DELIVERER

Status: (Employer / Temporary work agency /Recruitment agency)	Employer
Name:	Jobhouse Sp. z o.o.
Address:	ul. Grunwaldzka 31, 80-239 Gdańsk
Country:	Poland
Telephone (with country code):	
Fax:	
E-mail:	warszawa@jobhouse.pl
Web site:	
Short description of business activity ⁱⁱⁱ :	Employment agency

PLACE OF WORK^{iv}

Location: [headquarter / branch office / seat of the end Employer (in case of temporary agency work) / place where the employee will be posted /other – what kind]	
Reason of posting the employee: [to be filled only in case place of work is not a headquarter / branch office / seat of the end Employer (in case of temporary agency work)]	
Company name:	Jobhouse Sp. z o.o.
Address:	Warszawa, 00-501 Warszawa
Country:	Poland

REQUIREMENTS

Education:	Secondary	
Professional experience:		
Language knowledge	Language	Level
	1. Italian	1. C1-C2 spoken C1-C2 in writing
	2.	2.
	3.	3.
Entitlements/Certificates/Licenses (i.e. driving license, etc.)		
Other relevant requirements:	Proficient knowledge of Italian (C1 level). Secondary education. Experience on such position will be an advantage (sales or call center). Good communication, interpersonal abilities, Independence, ability to solve problems; Responsibility for entrusted activities; Motivation and commitment; Creativity, responsibility, stress resistance.	

EURES (European Employment Services) is a co-operation network between the European Commission and the Public Employment Services of the EEA Member States and other partner organisations, that provides information, advice and recruitment services for the benefit of workers and employers wishing to benefit from the principle of the free movement of persons

REMUNERATION AND EMPLOYMENT CONDITIONS

Salary gross:	5.000,00 -		
Salary net:			
Salary currency:	PLN		
Salary period: (hourly/daily/weekly/monthly/annually/other)	Monthly		
Bonuses:			
Extras provided (accommodation, meals, relocation costs travel costs, etc.)			
Name of the company the contract will be concluded with	Jobhouse Sp. z o.o.		
Type of contract: (employment contract, commission only, voluntary service, practice/training/ apprenticeship, distance work, temporary agency work, other)	Probation employment contract		
Job status (Full time / Part time job)	100,00		
Period of employment contract: (Indefinitely / Temporary)		If temporary – the expiry date of contract:	2017-02-02
Number of hours per week:	40,00		
Shifts and work on days off:	one shift		
Starting date:	2016-11-02		
Other information:	Workdays: Mon-Fri (free weekends). Possibility of individual hours. Possibility of stationary workplace (in the center of Warsaw) or from home (home office). Bonuses for good results. Training system. Tools for work.		

HOW TO APPLY

Documents required: (covering letter, CV, application form, etc.)	CV
Language of the documents that should be submitted:	english
Whom documents should be sent to: (Employer / EURES adviser)	EURES Adviser
Where documents should be sent: (postal address, email address, fax number with country code, etc.)	If you're interested - please send your CV to: m.tredota@wup.mazowsze.pl giving e-mail title: "Sales and client service specialist with knowledge of Italian language SPRZED/WAW/WŁO"
Contact details to EURES adviser or employer's representative: (name, address, phone, fax, email, etc.)	m.tredota@wup.mazowsze.pl

ADDITIONAL INFORMATION

VALIDITY

Publication date:	2016-10-13
Deadline for applications / Closing date:	2016-11-30

We kindly inform, that we will contact selected candidates only.

IMPORTANT NOTE:

1. The contract with the foreign employer will be concluded under the law of the country of employment. This means that all claims as regard the conditions included in the work contract, may be enforced only in the appropriate court of the country of employment. Public Employment Services (EURES) are not able to mediate nor represent an employee at the court of the country of employment in case of a dispute with an employer.
2. Public Employment Services (EURES) is doing its best to ensure that job vacancies registered in local employment office are reliable and credible. It should be made clear that the job vacancy has been notified by a third party and EURES is not responsible for possible discrepancies between working conditions presented in this job vacancy and the conditions proposed by the potential employer.
3. Public Employment Services (EURES) notify that all the personal data provided by the job seeker will be

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gathered, processed and presented by EURES to potential employers with respect to personal data protection.

ⁱⁱⁱReference number on EURES portal www.eures.europa.eu . Dotyczy ofert pracy publicznych służb zatrudnienia, których bazy danych ofert pracy nie są połączone z portalem EURES.

ⁱⁱNational reference number on the EURES portal www.eures.europa.eu . Dotyczy ofert pracy publicznych służb zatrudnienia, których bazy danych ofert pracy są połączone z portalem EURES.

ⁱⁱⁱInformation about company for example legal status, sector, type of activity, kind of products or services provided, date of commencement of the business activity, number of employees, etc.

^vThe place where the work will be performed. To be filled in case:

- 1) work performance place is different from the job vacancy deliverer seat,
- 2) job vacancy is offered by recruitment agency / temporary work agency.