

# Wanted: customer account officer for Japanese market

Televic is rapidly growing and we are looking for bright minds to build the exciting future of reliable communication!



- ✓ Do you speak and write **Japanese** fluently?
- ✓ Are you **customer focused**?
- ✓ And do you want to work for an **international organization** that is in **full expansion**?

Apply Now!

Please send your resume and motivational letter to: Sien Decruw, Leo Bekaertlaan 1, B-8870 Izegem or [s.decruw@televic.com](mailto:s.decruw@televic.com).

## The Big Picture

Televic is on the lookout for a Japanese speaking customer account colleague to join our booming Rail Unit in Izegem. As part of a fast paced but fun team you will have a key position in the operations department: as first point of contact for a variety of stakeholders (customers, logistics partners, internal parties) you guarantee an optimal handling of a variety of sales orders in an efficient and client-focused manner. You report directly to the Operations Manager.

## The Details

- ✓ You are the first point of contact for customers (phone/ email) and provide them with the necessary information regarding order handling, production status and shipment.
- ✓ You are responsible for the correct and timely registration of all sales orders in our ERP-system.
- ✓ You communicate with different departments regarding the status of different orders (after sales, production, warehousing, project management,...).
- ✓ You assist your external sales colleagues in sales meetings with Japanese customers.
- ✓ You translate presentations and documents (Dutch – Japanese and vice versa).

## About you

- ✓ A combination of excellent communication and administration skills set you apart!
- ✓ You are highly organized with the ability to multitask.
- ✓ You have a relevant Master's degree; a first experience in a commercial job is a plus.
- ✓ You have good knowledge of Excel; experience with Axapta or SAP is a plus.
- ✓ You are fluent in Dutch, English and Japanese.

## About Televic

Televic develops, manufactures and installs high-tech communication systems. We bridge the gap between people, systems and information and provide our customers with reliable and state-of-the-art interaction solutions. Communication is in our DNA!

We focus on 4 niche markets: Conference, Education, Healthcare and Rail.

Televic Rail is the lead supplier for high-quality on-board communication and control systems. As a Rail colleague you get the opportunity to collaborate with top-notch references worldwide (e.g. Hitachi, Siemens, Eurostar, NMBS and Bombardier).

## Our Offer

We welcome you in our new modern headquarters in Izegem. We offer you an attractive salary with exciting legal benefits and the possibility to participate in our personalized Televic Bonus Plan.

Our strong focus on training and development sets us apart! At Televic, you work in a stimulating environment that emphasizes your unique talents and growth.

We value direct communication, team spirit and a drive for results.

