

# Our Company

Hankook Tire manufactures globally innovative, award-winning radial tyres of proven superior quality for passenger cars, light trucks, SUVs, RVs, trucks, and buses as well as motorsports (circuit racing/street circuits/rallies).

Aspiring to bring consumers the utmost excellence in product quality, technological excellence and driving satisfaction, Hankook Tire continuously invests in research and development maintaining five R&D centres and eight production facilities around the world. Bespoke tyre solutions for the European markets as well as European Original Equipment according to the requirements of leading premium car manufacturers, are developed in the company's regional Technical Centre in Hanover/Germany. Production for the European region is taking place in the state-of-the-art manufacturing site in Rácalmás/Hungary which was inaugurated in June 2007 and is continuously being expanded. Currently around 3,000 employees produce up to 19 million tyres a year for passenger cars, SUVs and light trucks.

Hankook Tire's European headquarters are located in Neu-Isenburg near Frankfurt am Main in Germany. The manufacturer operates further branches in several European countries and sells its products through regional distributors in other local markets. Hankook Tire employs approximately 20,000 people worldwide and sells products in over 160 countries. The company has been selected as the technical partner and exclusive tyre supplier of the Generation 3 for the FIA ABB Formula E World Championship, starting 2023. Internationally leading car manufacturers rely on tyres made by Hankook for their original equipment. Approximately 38 percent of the company's global sales are generated within the European and CIS-Region. Hankook Tire has been represented in the renowned Dow Jones Sustainability Index World (DJSI World) since 2016.

For more information please visit [www.hankooktire-mediacyenter.com](http://www.hankooktire-mediacyenter.com) or [www.hankooktire.com](http://www.hankooktire.com).

The following position is to be filled at our European Headquarters, located in Neu-Isenburg near Frankfurt am Main, as soon as possible:

Car Dealer Operation Jr. Specialist (m/w/d)

## Your Tasks

- Organisieren von Reifen für unsere Großkunden
- Zuteilung von Vorbestellungen (Reifenmengen müssen je nach Verfügbarkeit oder Produktionskapazität der bestellten Materialien zugeteilt werden)
- Koordinierung der Liefertermine mit dem weltweiten Werk und den Kunden
- Erstellung und Aktualisierung von Lieferabrufen/Bestelllisten für Kunden
- Gutschriften, Retouren, optional Belastungsanzeigen und Rechnungsstellung für DFC
- Betreuung unseres Kundenstamms (telefonisch und schriftlich) in enger Zusammenarbeit mit den Außendienstmitarbeitern
- Reklamationsbearbeitung und Retourenmanagement
- Erstellung von Gutschriften/Lastschriften

## Your Profile

- Erfolgreich abgeschlossene kaufmännische Ausbildung
- Selbstständige, zuverlässige und strukturierte Arbeitsweise
- Hohe Teamfähigkeit und Kundenorientierung
- Sicherer Umgang mit MS Office, SAP/R3 (SD-Modul), insbesondere MS Excel
- Sehr gute Deutsch- und Englischkenntnisse in Wort und Schrift

## What awaits you

- Flexible working times
- Daily lunch voucher (Sodexo)
- Access to our Corporate Benefits Platform with a lot of attractive deals
- Great discount on our products
- Various team activities and trainings

Jetzt bewerben

# Kontakt

We are looking forward to receiving your application including CV, expected salary and starting date in English.