



## Advertisement

### Payroll administrator

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**Solutions 30 Operations GmbH** is one of Unitymedia's largest service partners in the field of broadband communication. It has a workforce of over 300 in Germany's states of Baden-Württemberg and Hesse. We are a future-oriented company that is constantly growing. We offer you the chance to join us as a

## Payroll administrator

### Which tasks await you?

- Checking and completing the order lines
- Correctly billing external partners
- Providing telephone support for field service staff
- Maintaining the data in the CRM system

### What we offer you

- Work in a friendly team with flat hierarchies and short communication paths
- Team-oriented and individual further training measures to advance your personal development
- A performance-related salary

### What you need to be good at

- You have completed a commercial apprenticeship and/or have professional experience in the commercial field
- You are proficient in MS Office, in particular in Excel
- You work carefully and love working with numbers
- You are very well structured, and team-oriented. You manage to keep cool in stressful situations
- You have strong communication skills and are assertive

It would be great if you had professional experience in the field of broadband and telecommunications, but that's not essential if you want to work for us. Career changers are welcome at any time. Your enthusiasm for communication technology and your desire to progress are the most important things for us. Now how does that sound to you?

## Apply now! We look forward to meeting you!

Please send us your complete application documents (cover letter, curriculum vitae and certificates) by e-mail, stating the earliest possible starting date and your salary expectations.

### Your contact person

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