

We are recruiting for our respected client in the aerospace industry for a leased employment position and if you share our passion for progress and commitment as much as we do, we look forward to receiving your significant application as:

Customer Liaison Manager (f/m)

Job Profile

The jobholder will be the main interface between our customer and the airlines. He/She will be the main contact for customer questions related to organizational issues (e. g. customers' arrival, stay and departure).

- Preparation of customer arrival with Customer Business Units, the customer's homebase and authorities (visa, accommodation, transport, offices)
- Coordination as contracts' interface of VIP visits with worldwide departments and customers
- Ensure functionality of offices and technical equipment being assigned to department responsibility
- Complete care of customers from arrival to departure during aircraft deliveries and presentations
- Support customers' contact with German authorities
- Budget Administration and control used for assigned tasks

Personal Skills

- Willingness for flexible working hours and flexible workstations with different tasks
- Service and customer orientated person with high sense of responsibility and considerable diplomatic skills in connection with a good apprehension, high motivation and reliability
Person with self-assurance and the ability to make decisions independently but also to integrate oneself aim-oriented into the team if necessary
- Team player with excellent communication skills and the ability to perform professional presentations in front of auditories of all levels and representation of the company

University Education/ Vocational Training

- All university categories at least Bachelor or
- Communication sciences at least a bachelor's degree

Working Experience

- Customer service/ customer service for at least 2 years
- Public relations/ communication management for at least 2 years

IT-Knowledge

- MS-Office (very good knowledge of detailed functions)



Linguistic proficiency

- English (negotiable)
- German (negotiable)
- further language skills are an advantage

Location

- Finkenwerder

Additional skills

- Valid Driving licence class B/ 3

Planned starting date:

- immediate

Have we inspired your interest?

Then we would be pleased to receive your detailed application documents consisting of application letter with your salary expectations and earliest possible start date, CV, employment certificates, training certificates as well as the certificate of the highest school degree / university degree by e-mail to our recruiting team: job@eadco.com. Please refer to the advertisement when applying:

➤ **43627 Customer Liaison Manager (f/m) Finkenwerder**



Note on data protection:

As a personnel service provider, EADCO GmbH processes your personal data for the application procedure automatically, automatically or manually according to the specifications of the Basic Data Protection Ordinance (DSGVO) and forwards the data to potential customers in the form of an application profile. Information on the processing of personal data (contact data as well as data on career and person) including special categories of personal data in the context of an online application can be found in the data protection declaration on our website www.eadco.com. By sending your application documents to this job advertisement or an unsolicited application, you declare your consent to the processing of your personal data for the implementation of an application procedure (in the case of a direct application) and/or for comparison with current job requirements (in the case of an unsolicited application). Your profile will only be forwarded to potential customers after a written declaration of consent. The revocation of this consent is possible at any time and without justification to datenschutz@eadco.com. Your data will not be used further for applications in the event of revocation; your profile and any existing applications will then be deleted from the system in compliance with legal requirements (e.g. legal proof and retention obligations).

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