

IT services company providing professional multilingual support
to end users from all over the world.

Currently we are looking for:

Dispatch Planner with French Warsaw

Dispatch planner collaborates actively with people based in France. His or her role is to organise and schedule interventions of field technicians across France. The work language is French.

We are looking for well organised and motivated French-speakers willing to join our team.

Core duties :

- Planification of field support interventions in relevant system
- Phone/mail communication with technicians if needed
- Ordering spare parts from distribution park
- Shipping planification to the relevant department
- Phone and mail contact with clients in order to confirm or cancel the intervention
- Registration of interventions in ITSM tool in French

Candidate profile:

- Full time available students or professionals with perfect knowledge of French
- Excellent French both speaking and writing
- Customer friendly attitude, patience, can-do approach

We are offering :

- Full time job from Monday to Friday (no weekend or night shifts !)
- Fixed term contract with possibility to extend or transform into a permanent one
- Lunch vouchers
- Use of foreign languages on a daily basis

If you are interested please send your CV to marta.pacula@proservia.com

Please insert the following statement in your job application :

I hereby authorize you to process my personal data included in my job application for the needs of the recruitment process (in accordance with the Personnel Protection Act of 29.08.1997 no 133 position 883).