

To support our team, we are looking for the next possible date for a

## Commercial clerk (m/f/d)

We are a leading international company in the field of machine and special machine construction.

Our core competences are counting machines for industrial use. This has made us one of the most important partners of the global securities and banknote printing industry since our foundation in 1990.

The entire product range is developed and manufactured at our company headquarter in Heilbronn by our 30 long-serving employees.

### Your tasks:

- Quotation preparation, order entry and processing
- Correspondence with our customers, suppliers and manufacturers
- General administrative tasks and organisational support
- Maintaining master data

### Your profile:

- Completed commercial training or comparable qualification
- Confident handling of the common MS Office programmes
- Target- and solution-orientated work
- Written and spoken English skills
- Zuverlässigkeit, Sorgfalt und Verantwortungsbewusstsein zeichnen Sie aus
- Sie überzeugen durch Teamfähigkeit

### Your benefits at a glance:

- Attractive salary
- 30 days annual leave
- 38-hour week with flexitime model
- Overtime is remunerated with bonuses
- Permanent position
- Company pension scheme incl. employer contribution and VWL
- Promotion opportunities and development prospects
- Scope for innovative and independent work
- Great team spirit
- Corporate benefits e.g. employee discounts, co-operation with fitness studio in the immediate area
- Free parking spaces

**Ready for exciting projects and technical innovations? Your future awaits with us!**

**We look forward to meeting you.**

**Please send your application with your earliest possible starting date to**

by email to [bewerbung@gts-countmaster.com](mailto:bewerbung@gts-countmaster.com) for the attention of Mrs Silke Steger or by post to

GTS GmbH Geräte und Sondermaschinenbau  
Mrs. Silke Steger  
Böllinger Straße 61  
74078 Heilbronn  
Germany

Or apply via our online application form at [www.gts-countmaster.com/en/career.html](http://www.gts-countmaster.com/en/career.html)