

MEU-IR Job advertisement template

Please fill in the below chart and send to marketing to post the position:

Job Title:	LES Customer service support
Reporting manager:	Customer Service Manager
Responsibilities: (bullet points)	<ul style="list-style-type: none"> • Supporting customers and account managers • Processing customer orders on SAP/CRM • Identify and assess customers' needs to achieve satisfaction • Build sustainable relationships of trust through open and interactive communication • Resolve product or service problems by clarifying the customer's complaints • Delivery coordination • Stock coordination
Required skills: (bullet points)	<ul style="list-style-type: none"> • Proficient with Outlook, Microsoft Word and Excel • Ability to communicate technical information • SAP experience an advantage • Heating , ventilation and Air Conditioning knowledge an advantage • B2B internal sales experience an advantage • Fluent English
Desired Skills:	<ul style="list-style-type: none"> • Personal attributes: self-motivated, driven, methodical, personable, optimistic, resourceful
Benefits/ Why should apply :	Competitive Salary, Health Insurance, Pension, PHI
Location:	Mitsubishi Electric Ireland, Grange Castle Business Park, Grange, Lucan, Co. Dublin, D22 T2P7
Advertising placement required:	Linked In / Online job boards eg Jobs.ie
Search Keywords:	Customer Service
Interview/application process/Close date:	Send C.V.s to HR@MEIR.MEE.COM Closing date: 30/06/2025
Approved by General Manager	Yes

Signed: _____
Ciarán Moody
General Manager
Mitsubishi Electric Ireland

