

# OFFICE MANAGER / SALES MANAGER / INTERNAL SALES (M/F/D).

Full-time

GIEBEL FilTec Inc. designs and produces aeration dryers for hydraulic units, gearboxes, storage tanks and drums & IBCs in Germany and is one of the most important suppliers in this niche market.

**In order to strengthen our international activities, we are setting up a branch in Atlanta and are looking for active support for office and sales.**

## YOUR PROFILE.

Sales, calculation and controlling are your passions, you feel comfortable dealing with customers, enjoy technical products, think and act in a solution-oriented manner, are organized, have strong communication skills and are experienced in using the usual MS Office programs.

## YOUR TASKS.

Support for our existing American customers (regular telephone calls)

- Customer acquisition
- Technical advice
- Maintenance of the customer database
- Creating and tracking offers and orders

Are you interested? Then we look forward to **receiving your application with a short CV to [hl@gf-dry.com](mailto:hl@gf-dry.com)**, Contact person: Mr. Heinrich Laas (Phone: (770) 884-1105).



More job offers on our website  
**[www.giebel-adsorber.com](http://www.giebel-adsorber.com)**.

**GIEBEL FilTec Inc.**

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**GIEBEL Adsorber®**