

# HD Hyundai Construction Equipment – Sales Support Coordinator CE (UK/Ireland)

At HD Hyundai Construction Equipment Europe (HCEE), we deal with the sales, marketing and service of Construction Equipment and Material Handling Equipment in Europe.

We have over 100 dealers in 30 countries in Europe, selling our world-class equipment and parts to clients.

We deal with the sales and marketing of construction and material handling equipment across Europe and are constantly looking for motivated new colleagues to join our team.

We are currently looking for a highly motivated individual to join our Construction Equipment Department in **Tessenderlo** as a **Sales Support Coordinator**

## **What can you expect from this challenging job?**

In this role you will work closely with your Account Managers and handle all the daily sales support activities regarding the sales of our construction equipment. You have a lot of contacts with our dealers in the UK and Ireland, other departments in the company and your direct colleagues.

- You are the point of contact for our dealers in the UK and Ireland and you provide them all necessary information by phone or e-mail.
- You process orders and draw up invoices in our SAP system.
- You keep an eye on the delivery dates and transportation of the machines.
- You follow up targets and make reports.
- You will work from our offices in Tessenderlo (Belgium)

## **Are you the colleague we are looking for?**

- You have experience with customer /sales support.
- You are proactive and you have a positive attitude.
- You are fluent in English.
- You have a great eye for detail and you love to help your team members out.
- Multitasking and problem solving are words you love to hear.
- You love to work with Excel and have an analytical mindset.

<https://www.hyundai-ce.eu/>