

For our growing technology start-up in Heidelberg's Bahnstadt we are looking for a

Office Clerk (m/f/d)

These are your duties:

- Preparatory accounting and invoicing in DATEV
- Organisation of filing
- Processing of payment transactions
- Preparation of overviews of incoming payments
- Processing incoming correspondence
- General office duties

This is your profile:

- Completed vocational training in a commercial profession
- Familiarity with standard IT applications
- An independent way of working without losing your ability to work in a team
- A pronounced talent for organisation
- Good communication skills, both written and spoken

That's what we do:

HD Vision Systems develops products and solutions for Machine Vision using light field technology and Deep Learning for manufacturing companies in every industry. In this way, we offer fast and easy access to robot vision. Whether 3D scanning, quality inspection or workpiece handling: our focus on user-friendliness builds on our unique combination of hardware and software. This enables our partners to automate flexibly, quickly and easily according to their needs.

Sounds like you?

Then send us your application or get in touch with us now:

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