

Trizma smart sourcing is a leading Serbian BPTO company. **Trizma's** mission is to work closely in partnership with its clients in order to *discover, develop and deliver services to the end clients with the "soul service" way based on Trust and Dedication.*

In 11 years of existence **Trizma** provides innovative solutions based on Lean process optimization and applying leading technologies and know how. These include Cross Industry Solutions, Industry Specific Solutions and Tailor Made Solutions from the identification of customer need, government and management consulting, design of the solution, planning and implementation and management of operation.

Starting cooperation with a globally recognized multinational company, **Trizma** is looking to hire high language skilled candidates to provide quality support to different global markets, on the following position:

HELP DESK SPECIALIST – DUTCH LANGUAGE

Position in Belgrade

Help Desk Specialist works in a very dynamic, multilingual and customer oriented business environment. HDA's first responsibility is to run the first class technical support with the end user requiring attention. Using known solutions documented in the knowledge bases, the HDA works with customers to solve technical problems remotely, which can be procedures, software, hardware or operational.

Key Areas of Responsibility:

- Positions primary responsibility will be to ensure that customer faults are being worked in a manner that will result in the achievement of customer Service Level Agreement's (SLA's) and customer satisfaction; Troubleshoots undocumented problems.
- Allocates work load, trains new employees, and provides feedback for improvement; Acts as team leader on large, critical geographic territories, requiring the highest level of skills and
- experience to meet critical SLA's
- Position requires understanding of Managed Service Center operations and solid understanding of all MSC support tools
- Position responsible for understanding of the end to end processes that underpin quality customer service; Conduct service audits

Candidate profile and qualifications:

- Fluently in speaking and writing of **Dutch** and **English** language
- Technical degree in Computer science or higher level of IT knowledge with related experience in some of these fields: General IT HW/SW installation and maintenance, MS OS installation, connection equipment and networking, web environment or similar.
- Advanced knowledge level of Windows 98 2000, NT, XP and Vista;
- Excellent communication skills at all levels including excellent listening skills
- Possess strong customer service skills and be able to work in a dynamic team environment
- Advanced problem solving and troubleshooting skills
- Ability to work a flexible schedule (evenings/weekends); Ability to work in a multitask fast paced environment

Trizma is offering:

- Long term employment opportunity for best performing candidates
- Performing services for a multinational company
- Dynamic and responsible position
- Chance for a professional and personal development
- Advancement opportunity
- Paid training

If you are confident that you are the right candidate for this challenging position, please send your CV in **English** on hr@trizma.com