

We are looking for a

## Customer Support Representative

For our office in Novi Sad, Serbia

### Job description:

- Providing technical support under Team Manager's supervision
- All communication with clients is undertaken in English

### Requirements:

- Advanced verbal and written communication skills in English
- Computer literacy: Internet skills (connecting, accessing, using browsers) and ability to perform online research, using various search engines; MS Office, Adobe Acrobat and Adobe Photo Shop (desirable).
- Highly developed working and communication skills.
- Previous work experience is not obligatory.

### We are offering:

- Adequate training
- Temporary employment in our office in Novi Sad, Serbia
- Competitive salary
- Working in a compact, excellently skilled team

Only shortlisted candidates will be contacted.

Please send your CV and Cover Letter in English to [jobs@planetsg.com](mailto:jobs@planetsg.com)

Deadline for applications: 28.05.2011.