



RIEGL Laser Measurement Systems GmbH has been active in the field of LiDAR measurement technology for more than 40 years and is one of the world's leading companies in this area.

To fill this position as soon as possible, we are currently looking for an

Employee for the Import / Export / Compliance Department (m/f)

You can expect a very exciting and varied range of responsibilities within our globally operating company. After thorough training and induction, your interesting and challenging tasks will include:

Responsibilities

- Import: handling of supply chain obligations, supplier screening, documentation
- Export: dealing with embargo and sanction regulations, customer screening, submission of export applications, monitoring and ensuring compliance with reporting obligations
- Compliance: organization and administration of internal processes, preparation of internal guidelines, maintenance of records and databases
- Customs matters: collection, entry, and maintenance of data, documentation
- Insurance matters and general administrative tasks
- Collaboration with the purchasing, the sales and the quality assurance departments

Qualifications

- Commercial training and/or relevant professional experience
- Good command of German and English, both written and spoken
- Microsoft Office skills (especially Word and Excel)
- Quick comprehension and willingness to learn
- Independent and structured working style

The place of work for this position is one of our facilities in 3580 Horn, Austria.

Interested?

We look forward to receiving your application, including your detailed application documents. If you wish to submit your application digitally, please send it exclusively in PDF format to bewerbung@riegl.com.

For this position, the monthly minimum salary for full-time employment applies as stipulated by the collective agreement for employees in the iron and metal processing industry, based on job classification and years of experience. Depending on your professional qualifications and experience, a higher salary may be agreed upon.