



Maschinenring Slovensko s.r.o.
Učtovník, administratívny pracovník

Place of work

927 05 Dlhá nad Váhom, Slovensko

Start date in work

By agreement

The date the offer was added

14 Apr 2025 (update 16 Apr 2025)

Type of employment

fixed-term employment: 12

Salary (gross)

from €1,100 to €1,300 per month

+ ďalšie odmeny:

- ako dochádzkový bonus

- seniorita

- výkonnostný bonus

- pozičný bonus

- príspevok do III. piliera

- odmena "Zdravý rok

- iná odmena

Number of job vacancies

1

Information about job offer

Job description

Účtovníctvo, administratívne práce, pokladňa, spracovanie došlých faktúr, vystavovanie vyšších faktúr, registratúra

Working mode

Single-shift system

Benefits offered

- travel-to-work contribution

Stravný kredit v hodnote 11 eur na deň, služobný telefón, práca v malom kolektíve, flexibilný pracovný čas, firemné večierky, čaj a káva gratis vo firme

Employee requirements

Required education

- Vocational Secondary Education
- Upper Secondary Education
- General Secondary Education

The field of education: economy and management, trade and services

Length of experience

at least 4 years

Digital skills

- OMEGA - Advanced
- Olymp - Elementary
- POHODA - Advanced
- Microsoft Excel - Advanced
- Microsoft Word - Advanced

Driving licence

- Category B

General qualifications and prerequisites

- analytical thinking
- analysing and solving problems
- financial and economic literacy
- communication (dealing with people)
- flexibility in thinking (adaptability, flexibility, improvisational skills)
- independence
- reliability

Employer information

Business Name



Maschinenring Slovensko s.r.o.

Company Registration Number

44883757

Address

Dlhá nad Váhom, 92705 Dlhá nad Váhom, Slovensko

Internet address

<http://www.maschinenring.sk>

Characteristics of the company

Spoločnosť Maschinenring Slovensko pôsobí na Slovenskom trhu od roku 2009 a je dcérskou spoločnosťou rakúskeho Maschinenringu. Spoločnosť sa zameriava na čistiace a upratovacie práce v zimných a letných mesiacoch a taktiež na zakladanie a údržbu zelene.

Contact person

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asistentka riaditeľa

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Source: worki.sk, **Offer ID:** 2057900, **Classification of jobs (SK ISCO-08):** [3313004 Accounting clerk \(except payroll\)](#), [3343000 Administrative and executive assistant](#), **Profession:** [Accounting, Taxes and Receivables Specialist](#), [Administrative Worker](#), **Working area:** [Management](#), [Corporate Finance](#), [Accounting, Control and Statistics](#), [HR](#), [Administration and Customer Service](#)