

Pre-production Administration/Wage Accounting (m/f/d)

Are you looking for a new challenge and keen to join a dynamic team? Then we have the perfect job for you!

Hubers Landhendl GmbH
Hauptstrasse 80
5223 Pfaffstätt

Contract type	Permanent
Workload	38.5h
Start of employment	as of now
Language	German
Working time model	Day shift

Do you have any questions?



Daniela Vitzthum
HR Management Hubers
+43 7742 3208 121

Apply online

You can find all the details online as well as the opportunity to apply directly.

Your tasks

- Administrative tasks in pre-production
- Settlement of farmers' fattening fees
- Scheduling and coordination with farms and field staff
- General office and organisational tasks

What you bring with you

- A structured, independent and solution-oriented approach to work
- Strong communication skills – particularly on the telephone
- Numeracy, accuracy and reliability
- Proficiency in MS Office
- Commercial training (apprenticeship, HAK, HLW or similar)

What we offer

Catering
Catering is very important to us: you can enjoy freshly prepared food as well as high-quality products at greatly reduced prices in our canteen and at 'Hubers Genusswelt'.

Mobility
For those who prefer to travel by car, we offer ample parking spaces and/or our own multi-storey car park.