

# tjarks and tjarks

DESIGN LIMITED

## **Fluent German Speaking Junior to Senior Project Account Managers**

**Location: Purley, Surrey, UK**

**Salary dependent on experience**

### **The company**

Tjarks and Tjarks Design Ltd are a multinational creative packaging design agency specialising in own label packaging design. With a commitment to excellence, our team endeavours to offer all of our clients the highest creative standards combined with a personal and reliable service.

### **The roles and your skills and experience**

This is a fantastic opportunity to work within a creative environment.

As a Junior Account Manager you will be supporting a Senior Project Account Manager and in time run your own projects from concept to delivery.

If you are a more senior level then you will hit the ground running with your own projects.

The majority of our clients are based in Germany and so you will be fluent in German.

You will take the initial brief from the client and work closely with our internal Design and Artwork teams to facilitate the production of beautiful packaging for our international clients.

Previous administrative or project management experience is essential; as is the ability to work to demanding timescales and under pressure with a calm, unflappable approach.

You must be highly organised with a desire to meet and achieve deadlines.

You will have a passion for building and maintaining excellent working relationships and will be a confident communicator in both German and English with excellent written and verbal skills in both languages.

Good computer skills are a must and experience using Macintosh computers

You will possess a university degree or equivalent.

This role provides an ideal opportunity for an ambitious person to grow and develop and would be ideal for a graduate with a business degree.

Please apply by e-mailing a full CV and covering letter stating your salary expectations to [careers@tjarksandtjarks.com](mailto:careers@tjarksandtjarks.com).

**Please understand that we are only able to respond to successful candidates.**

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