



RM Biznis servis, s. r. o.  
manažer servisu klientov

Place of work

Bratislava, Slovensko

väčšina prác sa vykonáva online ale niekedy je potrebná prítomnosť v Bratislave

Start date in work

**Asap**

The date the offer was added

**15 Jan 2026 (update 6 Mar 2026)**

Type of employment

agreement on temporary employment

agreement on student work

Salary (gross)

from €10 to €15 per hour

Number of job vacancies

**1**

## Information about job offer

### Job description

správa administratívnej agendy u existujúcich klientov, komunikácia s finančnými inštitúciami a s katastrom.

### Selection procedure information

osobný pohovor a skúšobná doba 1 mesiac

### Working mode

Flexible working hours

### Position also suitable for

- person from Ukraine
- graduates
- students
- youngsters
- persons on parental leave

## **Benefits offered**

- flexible working hours

prácu možno vykonávať z domu a organizovať si sám svoj pracovný čas. Odmena je za výkon

## **Employee requirements**

### **Required education**

- Upper Secondary Education
- General Secondary Education
- Higher, Post-Secondary Education
- Tertiary Education (Undergraduate)

### **Length of experience**

no requirement for professional experience

### **Languages**

- Slovak - Advanced: B1 and B2

### **Digital skills**

- Internet - Advanced
- Microsoft Excel - Advanced
- Microsoft PowerPoint - Advanced
- Zoom - Elementary
- Adobe Acrobat DC - Advanced

### **General qualifications and prerequisites**

- analysing and solving problems
- cultivated written expression
- cultivated verbal expression, ability to express oneself
- independence

## **Employer information**

### **Business Name**

RM Biznis servis, s. r. o.

**Company Registration Number**

54192781

**Address**

Tamaškovičova 2740/15, 917 01, Trnava, Slovensko

**Characteristics of the company**

Spoločnosť organizujúca a prevádzkujúca vzdelávaco, obchodné projekty Finančná pohoda, Finančná sloboda a Podnikateľský inkubátor.

**Contact person**

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Konateľ

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**Source:** [worki.sk](http://worki.sk), **Offer ID:** 2060464, **Classification of jobs (SK ISCO-08):** [2423005 Personnel administration and employment relations specialist](#), **Profession:** [Human Resources Specialist](#), **Working area:** [Banking, Insurance, Financial Services and Real Estate, HR, Administration and Customer Service](#)