



DEFEX, s.r.o.
administratívny pracovníčka

Place of work

Kornela Mahra 5793/2, 917 08 Trnava, Slovensko
kancelária a sídlo spoločnosti

Start date in work

Asap

The date the offer was added

4 Feb 2026

Type of employment

Employment contract for an indefinite period (Permanent employment)

Part-time employment, number of hours per week: 20

self-employed

agreement for the performance of a work assignment

Salary (gross)

from €6.35 to €6.90 per hour

Number of job vacancies

1

Information about job offer

Job description

Tvorba protokolov z vykonaných skúšok na základe podkladov od zákazníkov, vyžadovanie podkladov od zákazníkov, organizačné zabezpečenie prác, komunikácia so zákazníkom

Working mode

Single-shift system

Position also suitable for

- graduates

Benefits offered

- 13th salary
- flexible working hours

Employee requirements

Required education

- Upper Secondary Education

Length of experience

no requirement for professional experience

Other digital skills

MS office, internet

Driving licence

- Category B

General qualifications and prerequisites

- communication (dealing with people)
- cultivated verbal expression, ability to express oneself

Employer information

Business Name

DEFEX, s.r.o.

Company Registration Number

46551158

Address

Kornela Mahra, 91708 Trnava, Slovensko

Internet address

<http://www.defex.sk>

Characteristics of the company

diagnostika a kontrola zvarov a materiálov

Contact person

Ing. Peter Štefánek

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Source: worki.sk, **Offer ID:** 2060565, **Classification of jobs (SK ISCO-08):** [4110000 General administrative worker](#), **Profession:** [Administrative Worker](#), **Working area:** [Mechanical Engineering \(including the Production of Motor Vehicles\)](#), [HR](#), [Administration](#) and [Customer Service](#)