



Vendor Contact Management Associate with French

Amazon.com strives to be Earth's most customer-centric company where people can find and discover virtually anything they want to buy online. By giving customers more of what they want - low prices, vast selection, and convenience - Amazon.com continues to grow and evolve as a world-class e-commerce platform. Amazon's evolution from Web site to e-commerce partner to development platform is driven by the spirit of innovation that is part of the company's DNA. The world's brightest technology minds come to Amazon.com to research and develop technology that improves the lives of shoppers and vendors around the world.

About the role

The purpose of a Vendor Contact Management Associate is a full lifecycle support of Amazon's Vendors (from A to Z), means from an initial contact, through contractual agreement on cooperation, training on our systems, processes and applications, daily ongoing support in the areas of Purchase Order Management, Delivery, Shipments, Update of Web Pages, Account Management and technical support, until termination of cooperation. Our department is multilingual supporting languages in German, French, Italian and English through Email and Phone.

About you

We are looking for person who:

- Fluent French and English level
- Demonstrates effective, clear and professional written and oral communication.
- Maintains a positive and professional demeanor always portraying the company in a positive light and effectively managing sensitive issues.
- Contributes to a positive team environment.
- Actively seeks solutions through logical reasoning and data interpretation skills and identifies trends to appropriate channel including improvement suggestions.
- Demonstrates excellent time-management skills and the ability to work independently knowledge while using departmental resources, policies and procedures.
- Has desired skill-sets include MS Office Application Excel and Internet Explorer / Mozilla Firefox.

About us

We've been online since 1995 and in that time we've grown pretty quickly. We're not the kind of company that's happy to sit back and take it all for granted however, which is why we always treat every day like the first day. A day to bring in fresh ideas. A day to challenge convention. A day to make more good things happen for our customers. It's that kind of entrepreneurial spirit that will drive our success now, and reinforce our reputation for great service for years to come. You could be part of it. It's as simple as this: Work hard. Have fun. Make history.

To apply online: <http://www.amazon.jobs/jobs/302715/vendor-contact-management-associate-fr-core>

How 'Amazon Peculiar' are you? Find out [here!](#)

Work Hard. Have Fun. Make History.



Employer of choice

Amazon is an equal opportunities employer. We believe passionately that employing a diverse workforce is central to our success. We make recruiting decisions based on your experience and skills. We value your passion to discover, invent, simplify and build. We welcome applications from all members of society irrespective of age, sex, disability, sexual orientation, race, religion or belief.