

# Green is your favourite colour? Congratulations. You could be a **maincuber!**



## NEW TEAM MEMBER WANTED!

In order to realise and monitor our growth, we would like to strengthen our Operations Team with an immediate effect with a

### **Commercial Assistant** (Schiphol-Rijk, 20 hours/week)

maincubes, headquartered in Frankfurt am Main, is a German company and part of the medium-sized Zech Group, Bremen, Germany. maincubes provides its customers with a network of highly available data centers in Europe that enables colocation in conjunction with secure eco-systems for the digital future of companies in various industries.

## YOU CAN SUPPORT US!

- ◆ You are responsible for the general operation of our office in Amsterdam
- ◆ You will greet our visitors, answer the phone and make sure that our customers feel welcome
- ◆ You manage documents and general correspondence
- ◆ You enjoy working with international contacts
- ◆ You are the main contact for all administrative matters between the regional office and our HQ in Frankfurt
- ◆ You will coordinate domestic and international travel for the team
- ◆ The organization and coordination of meetings and management of schedules round off your area of responsibility

## MAINCUBES SUPPORTS YOU!

- ◆ As a fast-growing company that takes your opinion and experience into consideration in its further development.
- ◆ Plenty of room for new ideas and creativity, which are valued by us.



- ◆ A friendly, open and motivated team with flat hierarchies that looks forward to working with you.
- ◆ A modern workplace with good traffic connections.
- ◆ The feeling of being treated fairly as well respectfully and thus being warmly welcomed by us.

### **BRING IN YOUR PERSONALITY!**

- ◆ You have several years of professional experience in a similar function
- ◆ You are fluent in Dutch and English; knowledge of German is an advantage
- ◆ You work with a high degree of personal responsibility, commitment and ambition
- ◆ You are flexible, service-oriented and have good problem-solving skills
- ◆ You like to work in a team (also remote as part of our team in Frankfurt) and you have strong communication skills
- ◆ You are proficient in MS Office
- ◆ You are empathetic and have good interpersonal skills.

Are you interested in this vacancy and do you recognize yourself, please send your application letter and CV. Maybe we can get to know each other in person.

Please send your information and availability as a PDF (<5Mb) to: [jobs@maincubes.com](mailto:jobs@maincubes.com)

We are looking forward to you

**maincubes B.V.**

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