



MORE SENATOR. MORE YOU.

Do you want to become part of one of the most successful and growing companies in the promotional products industry? We are one of the leading companies in producing and finishing pens and mugs. We serve customers in 88 countries from our corporate headquarters in Gross-Bieberau, near Frankfurt (Germany), as well as from our subsidiaries in Bordeaux (FR), Borne (NL) and our UK office in Harlow.

To further strengthen our UK team, we are looking for a highly motivated and dedicated

Data & Website Administrator

Your responsibilities:

- Maintaining senator® websites; including the upload of new product data, refreshing visual content and editorial, and creating partner links for customers
- Working with a digital marketing agency to upgrade senator® websites to Magento v2 or similar, including integration with SAP and/or Salesforce software
- Updating and maintaining pricelists and product data spreadsheets, both internally and on industry e-commerce sites
- Assisting customers with updating their product portfolio using senator® product data spreadsheets
- Supporting the European Marketing team with Ad Hoc requests

Your qualifications:

- Experience working with website management clients (Magento v1 or similar)
- Keen eye for detail; particularly noticing differences in comparable data
- Demonstrable organisational and problem solving skills and the ability to work independently
- Intermediate or advanced experience using Microsoft Excel 2010 or later
- A-level or higher in IT
- Minimum GCSE level C in English, Mathematics
- Willingness to travel (nationally & internationally) when infrequently required
- Salesforce software package
- SAP
- Microsoft Outlook/PowerPoint 2010

Your perspective:

We offer you a high volume of independence and responsibility, a lot of room for your own ideas and the competitive benefits of a global company.

Your next step:

Please send your complete application documents (including salary expectations and notice period) to jp@juliepagehr.co.uk.

For further questions, please contact Julie Page, phone. 07776 135350

Senator Pens Ltd, Senator House, Stadium Way, Harlow, Essex, CM19 5GY. www.senatorpens.co.uk

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Extramoreordinary. Since 1920.