



A MEAL
for
A MEAL
Romy Foods Global Food Programme

HEAD OFFICE, SALES AND ONLINE SUPPORT POSITION [2019-02-19]

Romy Foods Corporation is an international food organisation headquartered in Valletta, Malta. The Romy Foods story began in 2011 with a unique vision to build a network connecting ready-meal designers, planners and producers with distribution HUBs around the world and the food service clients they serve: from hospitals to care homes to brand name hospitality and food service organisations; to reduce food waste in Europe and around the world; to contribute to a more responsible and sustainable food service industry; and to work to reduce world hunger, which we do through our global food programme, A Meal for A Meal, in collaboration with SOS Malta.

Romy Foods has an immediate opening for a mature, experienced and versatile support person to work full-time from our Independence Square international head office overlooking Manoel Island.

RESPONSIBILITIES

Day-to-day sales administration: managing international orders, price lists, offers and deliveries

Back office administration: registration and compilation of meal data, images and technical information

Customer, supplier and national franchisee HUBs network support in collaboration with our marketing and communications departments

Light accounting: invoicing, purchasing documentation, expense notes and billing

EXPERIENCE

The ideal candidate will have at least 1-2 years experience in a similar position, preferably in a Microsoft Office 365 environment, and should be comfortable in an international e-commerce environment. Perfect written English is required. Fluency in another European language like Swedish, German, French, Spanish or Italian would be considered an asset.

Like all Romy Foods opportunities, this position offers the successful candidate room to learn and grow, both in Malta and overseas. Hands-on coaching and training are available.

If you love food, have a global perspective, and would like to join an enthusiastic team that provides a meal to a child for every meal that is sold, please forward your CV to info@romyfoods.com