

# Operations Officer

## Uithoorn, the Netherlands

ICTS is looking for an Operations Officer who enjoys structure, customer contact and a dynamic working environment within the transport and logistics sector. Are you a strong communicator, accurate in your administrative work and energised by a role in which no two days are the same? Then you might just be the colleague we are looking for!

### Your responsibilities:

- Welcoming drivers and ensuring smooth and professional service.
- Carefully coordinating the rental planning in collaboration with colleagues and workshops.
- Keeping trailer information up to date in the rental software.
- Responding to customer enquiries by phone and e-mail.
- Communicating proactively with customers, drivers, colleagues and internal departments.
- Handling and following up on damage claims.
- Inspecting trailers upon collection and return.

### Your profile:

- Good knowledge of MS Office and strong general computer skills.
- An interest in transport, logistics and/or technical operations.
- Good command of Dutch and English, both spoken and written.
- Communicative, proactive and customer-focused.
- Accurate, well organised and able to maintain overview, even during busy periods.
- Able to work independently while also being a genuine team player.

### Our offer:

- A stable, full-time position with a competitive salary based on your experience and qualifications.
- An independent and varied role with a high level of responsibility.
- Opportunities for personal development and genuine career progression.
- An annual performance review focused on your growth and development.
- A position within a growing international organisation operating in the transport and logistics sector.



**ABOUT US** - ICTS is the one-stop-shop partner for trailer rental, truck and trailer fleet maintenance, repairs, field services and 24/7 roadside assistance. More information is available at: <https://www.icts-group.eu>.

Are you the enthusiastic new colleague we are looking for?  
Apply now or send your questions to the ICTS HR Manager: [hr@icts-group.eu](mailto:hr@icts-group.eu).

