

On behalf of our Client – a global Japanese corporation ranked by Forbes as one of the "World's Most Innovative Companies" and a world leader in high-tech (automation, vision measurement systems) – we are looking for a precise and dedicated individual to join their international marketing team.

Database Administrator

Are you looking for stable employment in a prestigious environment where your accuracy and language skills will be a real asset? Join us!

Remote Database Administrator

Nr ref.: 383/2/2026/JB/267265/jobs.pl Warszawa (mazowieckie)

What we offer

- Monthly Gross Salary: **6,000 PLN**.
- Full-time position.
- **An initial 6-month contract with a real possibility of extension.**
- **100% Remote work** from anywhere in Poland.
- The opportunity to develop your career within the global structure of a high-tech leader.
- An international work environment based on high standards and open communication.

Your tasks

- Ongoing verification and accurate input of client information into the company's database systems.
- Translating data into English to ensure global consistency across records.
- Managing data entry within Excel spreadsheets and lists.
- Direct communication with customers via the company's website chat.
- Close cooperation with an international marketing team on administrative tasks.

What we expect

- **Business proficiency in English** – this is essential for daily communication and data management.
- Currently residing in Poland.
- Availability to start within a short timeframe.
- **Readiness to sign an initial 6-month contract (with the clear intention of further cooperation and extension).**
- High level of accuracy, attention to detail, and comfort with data-heavy tasks.
- Strong proficiency in MS Office (specifically Excel and Word).
- A team-player attitude with excellent communication skills.
- **An added advantage:** Knowledge of an additional language (e.g., Hungarian, Czech, German, French, Dutch, Slovakian, or Slovenian).

Employment agency entry number 47

this job offer is intended for people over 18 years of age