



INTERNATIONAL TRAILERS LIMITED



#JOB-2444806



INTERNATIONAL TRAILER LTD., Lodge Mills,  
Bagenalstown, Co. Carlow, R21 NP73



No of positions : 1



Paid Position



40 hours per week



37544.00 Euro Annually



27/04/2026



25/05/2026

### How to apply

#### Application Method :

Please apply to the vacancy by the following means:

Email : [accounts@itltd.ie](mailto:accounts@itltd.ie)



Open your camera app & point here to view this ad online



## Business Automation Executive

### Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

### Job Description

Business Automation Executive

Role:

This role is for a Business Automation Executive who has an understanding of customer focused services businesses and the development and implementation of programs and services to enhance service value.

The role involves:

Be an ambassador for --.

Map Business Process and develop high level modular maps of internal and external tasks, administration and customer interaction

Collect and evaluate Statistical information relating to performance of client interaction

Knowledge and development of business process and communication automation using Herefish and other custom written applications.

Configuration of Bullhorn, Daxtra, Messenger or other CRM systems

Advanced Microsoft Office Ability, especially Excel

Website and Marketing Automation Management-

Facebook/Twitter/LinkedIn/Job bio programming ability management

Office 365/SharePoint/MS Teams

CRM Management and Management Reporting

Integrating information from client platforms and automating manual interactions with both candidates and clients

Ad hoc administration duties as required daily

Provide insights for automation interaction and suggest new methods or tools to accomplish these

Tasks include:

Integrating information from Herefish, Daxtra, Bullhorn and other sources to in-house data reporting

system

Using advanced Excel formulas to manage data and report information to management

Social media management and linking with client

Tracking and reporting through Bullhorn, Herefish and other tools

Ad hoc administration duties as required daily

Demonstrate a complete knowledge of the breadth of brand and services and of--

- terms and conditions of business.

Demonstrate a team spirit and a willingness to participate and contribute to meetings.

Behave in a professional manner appropriate to the market we serve.

Key Competencies Required:

Ability to operate as part of a team is critical & also ability to self-manage and work independently.

Thinks strategically to create growth

CRITICAL SKILLS:

Self-Driven with ability to set and achieve targets

Ethics and Integrity- Honest and moral in all dealings with colleagues & candidates

Personal effectiveness

Critical Thinking

Relationship Building

Communication Skills - both written and verbal.

Flow and Accuracy of emails.

Time Management

Overcoming Objections

Analytical

Strategic thinking

Decision Making

Attention to detail

Management and Leadership skills

Strong initiative " Problem -Solving

- **Sector:** wholesale and retail trade; repair of motor vehicles and motorcycles

### **Career Level**

- Experienced [Non-Managerial]