

AR Junior Clerk with German

Electrolux Poland

NR OFERTY : nr ref.:JC/GER/13

ODPOWIEDZI NA OFERTE : offre3773894.5636@electrolux-poland.contactrh.com re oferty nr ref.:JC/GER/13

RODZAJ UMOWY : Permanent

MIEJSCE : Kraków 31-141, Poland

WYKSZTAŁCENIE : Bachelor's Degree

LATA DOŚWIADCZENIA : < 6 months

OKRES : od 01/06/2013

CZAS TRWANIA UMOWY : Indeterminate

DZIAŁ : Industry (Household appliance)

STANOWISKO : Administration - General services (General Services)

SPÓŁKA :

Electrolux is a global leader in household appliances and appliances for professional use, selling more than 40 million products to customers in more than 150 markets every year. With a culture of passion for innovation, customer obsession and drive for results, the company uses thoughtful design and extensive consumer insight to meet the real needs of consumers and professionals. Electrolux products include refrigerators, dishwashers, washing machines, vacuum cleaners, cookers and air-conditioners sold under esteemed brands such as Electrolux, AEG, Eureka and Frigidaire. In 2010 Electrolux had sales of SEK 106 billion and 52,000 employees. For more information go to www.electrolux.com/press and www.electrolux.com/news

OPIS STANOWISKA :

Electrolux Poland Sp. z o.o. in Kraków is looking for experienced Candidates for the position of AR Junior Clerk with German.

KEY RESPONSIBILITIES:

- Processing of received payments,
- Handling of deductions,
- Delivering high levels of customer service,
- Clearing credit notes,
- Scan and archive relevant AR documents,
- Assisting with monthly and yearly closings and account analysis and supporting the senior accountant in carrying out the responsibilities of the accounting department,
- Reporting to direct supervisor of any deviations from agreed standards (delays, use of wrong templates, missing input).

WE OFFER:

- Interesting job in international environment,
- Team and personal responsibility,

- Challenging tasks to encounter every day,
- Opportunities for raising professional qualifications,
- Stability of employment,
- Work in a friendly environment,
- Attractive social benefits packet,
- Flexible work time.

If you feel comfortable with these requirements, please apply in English quoting the reference code of this offer (JC/GER/13).

PROFIL :

EXPECTATIONS:

- University degree in Finance and Accounting or any related,
- Very good command of German,
- Good knowledge o English,
- Working experience in finance and accounting activities will be an asset,
- Passion to innovation, customer obsession, drive for results,
- Communicative, team orientated,
- With analytical thinking,
- Patient, paying attention to the details, organized.

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