

Accounts Payable

For our client in Antwerp we are hiring a **Accounts Payable**.

Job description

As Accounts Payable you record incoming and outgoing invoices:

- ✓ Booking of supplier invoices
- ✓ Preparing invoices to customers (+/- 50 invoices/year)
- ✓ Follow-up of invoices to be received
- ✓ Follow-up of expense notes
- ✓ Assisting with the monthly closing and supporting analytical accounting

Your qualifications

- ✓ Bachelor degree qualified.
- ✓ More than 5 years' experience in general accounting.
- ✓ Good verbal and written communication skills in Dutch, English and French (is a big plus).
- ✓ Experienced with SAP, Excel (advanced) and VAT.
- ✓ Skills: result oriented, taking initiative, reliable, communicative, accurate

Reference: 3386

Projectphase: Construction

Discipline: Administration

Position: Administrator

Function level: Senior, Medior

Region: (B) Antwerpen

Education: Bachelor

Experience: 3-8 years, 8-15 years

Type of contract: Project

Posted at: 12-12-2024

Advisor: Wenzel Hurtak

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