4489 7094 Clerk in accounting (m/f/d) - Your new dream job!|Office in a central location in the heart of Berlin  
  
company profile  
The PageGroup is one of the world's leading personnel consulting companies and is represented in 36 countries with more than 7,000 employees.  
Thanks to our well-known customers, we are able to offer candidates a service that enables them to fully exploit their potential.  
At the heart of our consulting business are the multitude of lives that we change for the better. Our values ​​and our corporate culture are reflected in everything we do!  
True to our motto "putting people at the center of their actions with respect and trust", we look forward to promoting your career.  
  
My client, a company based in Berlin, is now looking for a clerk in accounting (m/f/d) as part of temporary employment with the option of being taken on.  
  
area of ​​responsibility  
  
-Execution and supervision of accounts payable  
-Central contact person for all aspects of travel expense accounting  
-Invoice, credit and debit creation and reconciliation between different systems  
-Checking and posting of incoming goods invoices including reconciliation work  
- Management of the cash book  
- Processing of incoming mail  
-Support in the preparation of monthly and annual financial statements  
  
requirement profile  
  
-Completed commercial training or a similar qualification  
-Ideally, an additional qualification in the field of financial accounting and/or several years of professional experience in accounting  
- Strong commercial understanding and quick comprehension  
- Sound MS Office knowledge and ideally experience in the use of SAP  
- An independent and team-oriented way of working  
-Very good knowledge of German  
  
Compensation Package  
  
-We offer personal advice and job suggestions based on your wishes and needs  
-All our employees benefit from our corporate benefits and fitness offers in the form of a gym pass  
-We offer a secure job with performance-based pay and opportunities for permanent employment Manager - Finance and Accounting None 2023-03-07 15:59:45.525000