**Group Accounting Team Lead PTP**

Reporting to Group Accounting Manager PTP

Europe's leading online grocery delivery service. Using technology to deliver weekly shopping (17 000 SKUs) in less than three hours in 15 minute time slots, saving our customers time and giving them freedom and flexibility.

The world needs a better food system, one that is more sustainable, more inclusive and which brings healthier and more personalised food to all. Rohlik Group is leading this change. In every city we carefully select the best quality and freshest local produce to save our customers time; from butchers to bakery, and fresh produce directly from farmers via our unique Farm-to-Door program. We carry all the favourite brands, plus a range of affordable own-label products, so our customers don’t miss out on what they love.

Today we have 1,500,000+ customers across the Czech Republic, Germany, Romania, Austria and Hungary. Last year we delivered more than 12 million orders.

**Department Overview**

Journal vouchers, month end, accounting, analysis, reporting, statements, invoices, payments, balances. Does it make your head spin? At the Finance Department we love it the most at Rohlik! We maintain the smooth running of the company and its financial health.

**Role Overview**  
Group Accounting Team Lead role is part of Group Finance Centre, reporting to Group Accounting Manager. Role is overlooking all accounting activities within the Purchase to Pay process for the Rohlik Group and other related entities.

**What we expect from you**

* Monitor and manage the day-to-day workflow within the accounting team, focusing on the end-to-end process of processing vendor COGs and non-COGS invoices, disbursements, travel and expense claims.
* Allocate tasks and responsibilities effectively among team members, ensuring timely completion based on agreed-upon deadlines.
* Lead and supervise a team of accountants, providing guidance and training to enhance team members' skills. Foster a positive and collaborative team culture.
* Set performance goals and expectations for team members, conducting regular team meetings to discuss goals, progress, and challenges.
* Ensure effective communication between the accounting team and other departments, including external parties such as auditors and vendors.
* Implement improvements and ensure accurate documentation for the procure-to-pay (PTP) process is up to date.

**What we look for**

* ​​Education in Business Administration, Accounting or Finance
* Solid accounting knowledge
* 2+ years of proven leadership experience within accounting/finance
* 5+ years of proven accounting experience in finance
* Demonstrate experience in driving continuous improvement
* Business-level Czech/English language skills (speaking and writing)
* Strong communication, interpersonal, and organization skills required

**KPI’s typical for the position**

* Timeliness invoice processing
* Purchase Order Compliance
* Invoice per FTE
* Timeliness of payment processing (%invoices paid within a due date)
* Closing activities of PTP done on time
* Account reconciliation timeliness and quality
* Attrition level within the team
* Cost per invoice

**What we offer**

* Your work will have a direct impact on the company's results.
* We will implement your good ideas almost immediately – not waiting for the approval of the headquarters somewhere in the world.
* You will not be bound by corporate processes.
* Your work has to be innovative and meaningful, we do not want to follow trends, but set them
* Last but not least, we mainly offer a fair reward and the possibility of professional growth and education, also a great bunch of people around and a legendary company events

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