

SUBJECT: Communication - Announcement

Accountant (F/H) - CDI

To support the growth of our **Equipment, Trading & Distribution** department, **Voltaia** is Looking for an accountant, who will have the following responsibilities:

Main Objective of the position and tasks description:

- Manage the accounts payable process, assuring that the bookings reflect the logistic transactions. Invoices according to the Purchase Orders or other authorized expenses;
- General ledger postings, employee expenses, among others;
- Responsible for invoicing in ERP
- Ensure that every document posted belongs to a legal registered entity;
- Follow up the purchasing process, stock valuation, and cost of goods sold;-Bank reconciliation;
- Prepare monthly closing (financial statements, tax package);
- Prepare the package for consolidation (HFM)
- Analyze the ageing of the costumers and alert for unusual situations;
- Prepare Payment batches, managing blocking status according to pre-defined credit terms;
- Working location: Montpellier

Education and technical skills level:

- Degree in Accounting;
- Minimum 3 years of experience as general accountant;
- Knowledge on IFRS Standards and Tax (income tax, withholding tax, ...);
- Excel skills;
- French and English
- Availability to travel.

Key soft Skills:

- Resilient;
- Team player;
- Autonomous & Accurate;

BUSINESS LINE
Equipment Trading and Distribution

DEPARTMENT
Finance

JOB TITLE
Accountant

LOCATION
Paris, France

STARTING DATE
ASAP

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- Time Management;
- Used to work in multi-national environment;
- Good communication skills;
- Availability and sense of responsibility.

Thank you for sending your application (CV + LM) by mail:
g.buzin@voltalia.com quoting the reference
"RECRUT.ACCOUNTANT.2020"

HR Group team

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