

OPPORTUNITY  
OPPORTUNITÉ  
OPORTUNIDADE



## HUMAN RESOURCES

**SUBJECT: Communication – Announcement**

SUJET: Communication – Communiqué

ASSUNTO: Comunicação – Comunicado

### CERTIFIED ACCOUNTANT (M/F)

Our **Finance & Administration Business Line** is looking for a **Certified Accountant** for its **Operations**, to be responsible for the accounting of a group of companies. Reporting to the Accounting Responsible, will have the following responsibilities:

- Documents classification;
- Support for account analysis “Invoice in reception and conference”;
- Analysis of current account of suppliers;
- Support of the current account analysis of the various balance sheet accounts;
- Recording of employee expenses;
- Billing to customers, organization of transport documents, and validation of the fiscal framework of the operation;
- Closing accounts and respective monthly report;
- Fulfilment of all tax obligations (IVA, IRC, ...);
- Maintaining of fixed asset data.

• SOLAR • WIND • HYDRO • BIOMASS •

At Voltaia we are passionate about **renewable energies!** We are an electricity producer from wind, solar, hydro and biomass, and also a service provider to 3<sup>rd</sup> party clients such as **Development, EPC, O&M and Distribution.**

Today we are in **20 countries, split among 4 continents**, and offering a **global operating capacity** to our clients. We are listed on the regulated Euronext market in Paris since July 2014.

Announcement Date: 14-06-2019

**REFERENCE**  
18.2019

**COMPANY**  
Voltaia

**BUSINESS LINE**  
Finance & Administration

**JOB TITLE**  
Certified Accountant

**LOCATION**  
Porto, Portugal

**STARTING DATE**  
August 2019

## QUALIFICATIONS:

The ideal candidate will have/ be:

- Accounting Degree;
- At least 3 years of experience in Accounting;
- Accounting knowledge (preferably in International Accounting Standards – IFRS);
- Knowledge of IRC and IVA Codes;
- Knowledge on logistics and services international activity;
- Knowledge of international accounts system will be a plus;
- Proficient in MS Office;
- English proficiency (mandatory);
- SAP and/or IFS will be a plus;
- Availability to travel.

## Key Skills:

- Proactivity;
- Initiative spirit;
- Availability and sense of responsibility;
- Teamwork ability;
- Dedicated person;
- Ability to lead with different volumes of work.

Your application will be reviewed by Daniela Mendes.

If you are interested in this career opportunity, please send us your CV to [voltaliarecruits@votalia.com](mailto:voltaliarecruits@votalia.com), with the subject “18.2019 – Certified Accountant”.