


Détail de l'offre : Accounts Receivable Coordinator for Collections (with French)

Partenaire	 Gardner Denver CZ + SK, sr.o.
Adresse	Veveří 111
Code postal	61600
Ville	Brno Brno
Référence	22D1660216179
Titre	Accounts Receivable Coordinator for Collections (with French)
Description du poste	<ul style="list-style-type: none"> - Contacting our B2B customers to ensure invoices are paid on time reducing overdue accounts receivable - Cooperating with internal departments on the resolution of customer issues that delay payments (e.g. incorrect deliveries, billing issues or price disputes) via e-mails, meetings, and conference calls - Administration of customer accounts from an accounting perspective, including reconciliation of open items with customer's accounts payable team, clarifying received payments, netting, processing agent commissions
Type de contrat	Emploi
Métier	Administration / juridique Finance / Gestion/ Audit
Description de la société	<p>We are an international company with American roots providing various administrative and financial services for the industrial sector. Despite the accelerating growth of our Brno office from around 30 to 300 employees we like to distance ourselves from the corporate anonymity by keeping up with today's modern set up. We are a very diverse community of people with more than 10 languages and 35 nationalities but that doesn't mean we don't like to get together and have fun at social events both in and outside of the office.</p> <p>If you'd like to get to know us better, you can contact us in the contact section or check out any of our social media accounts.</p>
Localisation	Brno
Pays	Tchèque, Rép.
Profil recherché	<ul style="list-style-type: none"> - You are a fluent French speaker (C1 and higher) plus you are able to communicate in English (B2 and higher) - You enjoy talking to people and have great communication skills that you are able to utilize in order to drive an issue to a successful resolution - We are not a call centre however you should not be afraid of picking up a phone and making the call if it speeds up the collection process - Experience from customer service, finance or sales department is an advantage - We are looking for a team player who takes responsibility for their portfolio of customers, but on the other hand, is aware that team cooperation is a key element of success - Basic knowledge of excel, especially pivot tables and VLOOKUP can make your life easier with the account administration - Experience with SAP/GetPaid or Oracle is an advantage but not a must
Expérience	Débutant (-3 ans)
Secteur	Non précisée Ingénierie
Disponibilité	2 mois
Langues	Français