

1. Kategoria oferty: Praca
2. Temat/ stanowisko pracy: Accounts Payable Junior Financial Analyst
3. Nazwa firmy/ organizacji: Accenture
4. Lokalizacja/ miejsce pracy: Promienistych 1, The Astris Office Building Kraków
5. Branża: Finance
6. Pełny opis oferty: Expectations:
  - Good communication skills both verbal and written.
  - English spoken and written B2 level min - required.
  - Ability to work independently as well as a part of the team.
  - Strong detail orientation and analytical skills are essential.
  - Good knowledge of MS Excel and Google sheets will be an asset.
  - Degree or basic experience in Finance and related areas will be an asset.

Key Responsibilities:

- Preparing financial data files and reports as per SLAs agreed with the customer on a daily and monthly basis.
- Perform controls on multiple different financial reports to ensure accuracy and reasonableness.
- Raise queries with Financial Institutions and internal teams to drive issue resolution.
- Attend meetings and calls to discuss and review query status.
- Liaise with and support internal departments as part of query resolution process.
- Resolve on complex and challenging queries with assistance of direct supervisor.
- Establish and maintain excellent working relationships internally and externally with our clients.
- Maintain daily work statistics.
- Set up of process documentations procedures when required.
- Maintain statistics concerning prepared financial files.
- Attain specified productivity targets as specified by Team Manager.
- Assisting in dealing with client and customer service issues.
- Attending and participating in meetings with client if required.
- Monitor recurring queries and determine ways to avoid in the future.

7. Osoba kontaktowa: Katarzyna Bialecka

8. Numer telefonu: 48 22 4641468

9. Adres e-mail: [joinoperations.pl@accenture.com](mailto:joinoperations.pl@accenture.com)

10. Adres www: [https://www.accenture.com/pl-en/careers/jobdetails?id=10096794\\_en&title=Accounts+Payable+Junior+Financial+Analyst](https://www.accenture.com/pl-en/careers/jobdetails?id=10096794_en&title=Accounts+Payable+Junior+Financial+Analyst)