

FIXED ASSET AND RECONCILIATION SPECIALIST

Our Client is a multinational bank who is looking for a Fixed Asset and Reconciliation Specialist to join them.



Budapest (VIII)



Full time job (8 hours)



Field: Finance/Accountant

Tasks:

- Booking of accruals, corrections, charges and off balance transactions;
- Prepaid invoices handling;
- Issue invoices to company customers;
- Maintaining Fixed Asset register through additions, disposals, transfers and adjustments of assets;
- Fulfill monthly closing, reporting and reconciliation tasks;
- Running and reconciling the monthly Depreciation process;
- Reconciliation of various general ledger type accounts, Balance Sheet analysis;
- Investigation of open entries and aging items on General Ledger accounts.

Conditions for getting the job:

- BA in economics or accounting;
- At least intermediate level of English (written and spoken);
- Good PC skills particularly Excel, Word;
- Analytical skills;
- Attention to details and accuracy;
- Good team player.

Advantage for getting the job:

- Experience in account reconciliation activities/accounting in a shared service environment;
- Russian, Italian, Romanian language knowledge.

If you are interested in this position please send your Hungarian and English CVs to the following address:

rischl.viktoria@job.hu

If you apply for this job opportunity or send us your cv via this e-mail address, you acknowledge that you read and accept our data protection regulation (<http://bit.ly/2M2Jmxh>), consent us to store and handle your personal data.