INTER NATIONAL MATCH	**Accountant** **Amsterdam, Holland** **17/11/2012**	**Esther Sancho** Responsable de Selección Rambla Catalunya 23 E - 08007 Barcelona Tel: +34 931 845 621 Mob: +34 685 188 755 Match @ inamat.net

RESUMEN

International company is needing a senior accountant to proceed with accountancy internally: Set up full bookkeeping facility, set up ERP and chart of accounts, transfer knowledge from existing accountant, resource and time planning for complete role as an initial phase. Full time job.

DESCRIPCIÓN DE LA EMPRESA

International Company with offices all around the world in retail sector.

DESCRIPCIÓN DEL PUESTO

Main functions:
- Filing & Scanning the invoices and other documents for all entities
- Preparing the debtors invoices for all entities
- Coding and booking the creditors & debtors invoices into Open bravo for all entities
- Be prepared to take on adhoc accounting issues.
- Help the Senior Accountants on month end process & reports
- Attend general inquires from internal, external, DM and RM
- Bank reconciliations, accruals for costs, depreciation and Fixed Asset management.
- Prepare payment of accounts payable (approval by company management)
- Preparation of Sales invoices, template just to be added to letterhead
- Tax compliance (VAT) monthly, Intrastate Declaration (if required in Germany), Withholding Tax declarations, Payroll monthly, Social Security and payroll taxes.

EXPERIENCIA

Minimum 4 years in similar position.

FORMACION

High education. Economics.

IDIOMAS

English negotiation level, Dutch, English, French, German desirable.

HABILIDADES y HERRAMIENTAS

Proactive management accountant who can provide feedback to the management / operational team as well as producing accurate historic reports and compliance deadlines. Results oriented. Trustworthy. Dynamic. Good communication skills.

CONTRATACION

ASAP. Permanent contract.

REMUNERACION

Depending on the candidate experience. Fix + commissions

CONTACTO

Send your CV to: Esther Sancho, match @ inamat.net