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JOB DESCRIPTION

POSITION TITLE: Accountant
BUSINESS UNIT: Shared Services Center (SSC)
LOCATION: Madrid
REPORTS TO: Head of SSC

OVERVIEW:

Leading global operator specialised in the complete management of solar and wind assets for the generation of electricity is looking for an Accountant.

RESPONSABILITIES:

The successful candidate will play a supporting role in a wide variety of analytical, documentary, procedural, internal, and external reporting activities related to the company and its relevant stakeholders.

Activities for this position will include, but not limited to:

- Prepare general ledger reconciliations.
- Record and monitor payments, bank fees, transfers, and other bank transactions in the accounting system.
- Prepare regular bank reconciliations and investigate outstanding or unidentified transactions.
- Monitor bank clearing accounts and ensure that items are applied or resolved promptly
- Entering supplier invoices and GL transactions in SAP.
- Prepare and process payments using banking platforms.
- Support month end reporting activities.
- Assist the year end statutory audit and financial reporting.
- Prepare and enter intercompany transactions.
- Other ad-hoc duties.

QUALIFICATION AND EXPERTISE:

- Certificate of Higher Education within accounting or similar discipline.
- Within 1 - 3 years of experience in a similar role.
- Strong critical thinking and organisation skills
- Excellent communication, interpersonal and written skills
- Intermediate Excel skills
- SAP Experience desirable
- Proficient in IT and computer systems
- Intermediate English

SOFT SKILLS:

- Analytical
- Detail-oriented.
- Proactive
- Team spirit



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The decision to hire or discharge in this process will be based on skills and competences alignment to the role's requirements.