

Job Role: Account Receivable Specialist

City: Lucca

Type of contract: Fixed term 12 months

About us

In 2017, Tagetik was acquired by Wolters Kluwer, a global Leader in Information services and solutions for professionals in Finance, Health, Tax and Accounting, Risk and compliance, and Legal sectors. As part of the Wolters Kluwer Corporate Performance Solutions business unit, Tagetik (now known as CCH Tagetik) continues to build on its strong reputation by transforming complex challenges of "Office of Finance" into innovative corporate performance management software solutions that drive business results.

At CCH Tagetik, passion is our greatest strength. We take great pride in the diverse talents of our workforce. A career at CCH Tagetik means working for CPM solutions that eliminate boundaries for our customers, while working with and learning from the best and brightest minds in the industry.

We are able to offer a great career opportunity to qualified people with talent, passion and integrity. CCH Tagetik offers also exceptional opportunities for high achievers in a variety of areas. Whatever your role at CCH Tagetik, you will need to be qualified, motivated, dynamic and a team player in order to share strategies, challenges and future goals.

The ideal candidate had a minimum experience in performing accounting and tasks related to the efficient maintenance and processing of accounts receivable transactions. The candidate we will choose will be included in a work team within our Accounting Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manage of the receivable invoicing process
- Interact with sales rep./customers to resolve outstanding A/R issues
- Controlling of orders from our foreign offices and interface with the internal system areas
- Creating records in the financial information system (SAP)
- Review of information about demands and derivation of supply and proposal preparations
- Clarification of bid conditions and management of the tender preparation
- actively oversee the efficient and compliant execution of all tendering activities in accordance with public procurement standards and regulations and track their status and execution ensuring alignment to project deadlines.

EDUCATION

- Degree in Accounting or related field or equivalent experience

CCH® Tagetik

Tagetik Software Srl

Via Roosevelt 103, 55100 Lucca, Italy

Ph. +39 0583 96811

P.IVA/VAT 01234830469

We get Finance. You get Results.

REQUIRED

- Minimum 6 months within Finance
- Good analysis and problem-solving abilities
- Ability to multitask and complete assignments in timely manner with highest standards of quality
- Detail oriented and the ability to maintain a high level of accuracy
- Interpersonal skills and ability to build and maintain good relationships
- Great command of Office, Excel skills, and accounting tools
- Fluent in English

PREFERRED

- Previous international and/or internship experience will be a plus
- SAP accounting software experience
- Experience with an international firm
- A good understanding of a corporate accounting environment
- extremely detail-oriented and a team player

To apply send your CV to the mail address below:

laura.caracci@wolterskluwer.com