

Universidade do Minho

Bolsa de Emprego - Oferta de Emprego

Oferta de Emprego

Empresa	Infineon Technologies
Descrição da função	Communication for Finance Trainee

Publicação

Data de criação	28/03/2024
Data limite de candidatura	15/04/2024
Data da última atualização	28/03/2024

Perfil pretendido

Tipo de oferta	Estágio Profissional
Escolaridade	Licenciatura
Função	Comunicação

Descrição

Perfil pretendido	<p>As a Communication Trainee for Finance, you will support the Communication team ensuring the quality and effectiveness of Finance processes. Moreover, you will help provide accurate information to the internal and external business partners.</p> <p>In your new role, you will:</p> <ul style="list-style-type: none">- Have an active part in the communication with internal and external business partners, mostly focused on payment and invoicing related requests resolution;- Handle communication via e-mail, internal communication systems and phone;- Contribute to the development of robotics and automation processes;- Extract reports from the system and analyze them;- Assist in clearing and maintaining supplier's accounts;- Assure reconciliation of balances with suppliers. <p>Your profile</p> <p>You have excellent communication skills and strong customer orientation. You thrive in an international environment and want to work towards excellence in order to generate value with your efforts.</p> <p>You are best equipped for this position if you:</p> <ul style="list-style-type: none">- Have a degree in Management, International Business, Language Studies or an equivalent field;- Have good knowledge of Outlook and MS Office tools, such as Excel. SAP knowledge is a plus;- Are willing to understand treasury policy concerning regular payments;- Are a team player with a proactive and flexible mindset;- Are fluent in English. Knowledge of German is a plus. <p>Please send us your CV in English so we can get to know you better. Apply here: https://www.infineon.com/cms/en/careers/jobsearch/jobsearch/HRC0718220-Communication-for-Finance-Trainee-f-m-div/</p>
Número de vagas	1
País	
Distrito	
Condições oferecidas	-
Contacto	https://www.infineon.com/cms/en/careers/jobsearch/jobsearch/HRC0718220-Communication-for-Finance-Trainee-f-m-div/
Observações	

Cursos

Sem cursos preferenciais.