

# Looking for internship? Join Miele Global Services



## MIELE INTERNSHIP

### Accounting Intern with German

#### Your responsibilities:

You will have an opportunity to develop your knowledge/skills in one of the accounting teams:

AP: Accounts Payable provides administrative and clerical support for local entities. Accounts payable focuses on outgoing money, like processing invoices and bills that need to be paid. If the business owes anyone cash, accounts payable deals with it. It ensures that all AP processes are handled smoothly and within guidelines.

AR: The key role of Accounts Receivable is to support local entities and ensure their company receives payments for goods and services, and records these transactions accordingly. It ensures that all AR processes (such as verifying and posting receipts, and resolving any discrepancies) are handled smoothly and within guidelines.

GL: General Ledger serves as a foundation for the company's double-entry financial record-keeping system. The main core of GL are month-end closing activities and legal reporting. The team ensures that GL processes are handled smoothly and within guidelines.

#### Our requirements:

- ✓ willingness to develop in accounting;
- ✓ willingness to work 20-40h per week;
- ✓ student/ graduate (preferably Finance and Accounting);
- ✓ min. B1 level of German and communicative in English;
- ✓ good MS-Office skills;
- ✓ good communication skills;
- ✓ team player able to work in cross cultural team;
- ✓ strong work ethics;
- ✓ flexibility in adaptation to fast changing working environment;
- ✓ attention to detail and ability to deliver accurate results.

#### What we offer:

- ✓ 23 PLN/h on a 3 months' civil contract (July-September);
- ✓ Multisport card;
- ✓ attractive location;
- ✓ work based on work-life balance concept;
- ✓ friendly and supportive working atmosphere;
- ✓ opportunity to grow and develop in a team of professionals;
- ✓ possibility of being involved in local initiatives and social action projects.

APPLY HERE: [www.pracuj.pl/praca/accounting-intern-with-german-poznan.oferta.1001732952?sort=3&s=cd5a](http://www.pracuj.pl/praca/accounting-intern-with-german-poznan.oferta.1001732952?sort=3&s=cd5a)

