



Accounting Associate with German

About Conduent

Through our dedicated associates, Conduent delivers mission-critical services and solutions on behalf of Fortune 100 companies and over 500 governments – creating exceptional outcomes for our clients and the millions of people who count on them.

You have an opportunity to personally thrive, make a difference and be part of a culture where individuality is noticed and valued every day.

Job Description

Key responsibilities:

- Responding to Accounts Payable/Accounts Receivable related e-mail inquiries in a prompt, accurate and courteous manner following adapted procedures.
- Participation in process migration and desk procedure preparation
- Investigating and making the analysis of the queries upon gathering all the necessary data
- Accounts reconciliations
- Supporting process analysis to identify possible process improvements
- Regularly reviewing and updating SOP/DP according to processes amendments

We are looking for candidates with:

- Good knowledge of German, English and Polish language
- Experience on similar position will be an asset
- University Degree – Accounting/Finance/Economic preferred
- Experience in SSC/BPO will be an asset

What we offer:

- Competitive salary and bonus program
- Employment contract
- Remote work/hybrid model
- Full time Monday to Friday (without night shifts)
- Good opportunities to start professional career
- Work in dynamic international environment

- Daily contact with foreign clients
- Access to comprehensive learning, training and development via our extensive Global learning platform. Opportunity to apply for external professional training and courses that can be co-financed by Conduent.
- Newly refurbished attractive open plan office space in Lodz
- Global Company, international diverse and inclusive environment.
- And our attractive extra's for all our Associates:
 - Private medical care
 - Life insurance
 - Cafeteria plan
 - Sport card/Gym membership
 - Occasional cinema vouchers
 - Co-financing of corrective glasses up to 600 PLN

Closing

Conduent is an Equal Opportunity Employer and considers applicants for all positions without regard to race, color, creed, religion, ancestry, national origin, age, gender identity, gender expression, sex/gender, marital status, sexual orientation, physical or mental disability, medical condition, use of a guide dog or service animal, military/veteran status, citizenship status, basis of genetic information, or any other group protected by law.

People with disabilities who need a reasonable accommodation to apply for or compete for employment with Conduent may request such accommodation(s) by clicking on the following link, completing the accommodation request form, and submitting the request by using the "Submit" button at the bottom of the form. For those using Google Chrome or Mozilla Firefox please download the form first: [click here to access or download the form](#). You may also [click here to access Conduent's ADAAA Accommodation Policy](#).

Osoby zainteresowane prosimy o kontakt mailowy: anita.czepielinda@conduent.com lub aplikację bezpośrednio przez stronę internetową firmy:

[Accounting Associate with German Language in Lodz, Lodz, Poland | Client Relationship Management & Service Delivery at Conduent](#)