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EMPLOYEE IN THE ACCOUNTS PAYABLE DEPARTMENT (M/F/D)

Full-time

Type of employment

St. Georgen bei Grieskirchen

Location

Finance

Area



Anna Maria Rab

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VIEW JOB ONLINE

Your tasks:

- Verification and posting of electronically pre-entered incoming invoices
- Open item management in the accounts payable area
- Execution of payment transactions
- Collaboration in the optimisation of accounting processes as well as in various digitisation projects
- Processing of supplier enquiries in connection with invoicing and payment processing

Your profile:

- Completed commercial training
- Successfully passed the accountant exam
- Multiple years of professional experience in accounts payable desirable
- Sure handling of MS Office, especially Excel
- Independent, structured and accurate way of working
- A team player, flexibility and strong communication skills
- Good written and spoken German, knowledge of English an advantage

You can expect:

- Varied projects in a motivated team
- Modern work equipment and well-equipped production halls
- Numerous additional benefits: Fruit, company doctor, gym allowance, ...
- Development opportunities in a successful industrial company with a familiar corporate culture
- Canteen with regional delicacies
- Home office option (max. 1.5 days per week)
- The opportunity to actively help shape the future of the company

Do you like this job? Then apply now - we look forward to getting to know you!

The gross salary for this position is €3,000 based on full-time employment. We are happy to overpay depending on your professional experience and qualifications.