


# Accountant (Payables)
## France

### About Marlink

Marlink is a trusted partner in fully managed smart network solutions, based on an intelligent hybrid network and unrivalled digital solutions.

A true partner, who goes Above and Beyond to help you run your remote operations in ever smarter, more profitable, and sustainable ways to give you the competitive edge.
In today's world, the power to connect your business operations and assets, even in the most remote and challenging places, has never mattered more.

At Marlink, we design, build and manage smart network solutions around your individual needs. We provide trusted global coverage, through our intelligent hybrid network combining satcoms, terrestrial technologies and digital.

### Your Mission

A supplier accountant is a key position in the International Accounting Shared Service Centre (IASSC) of Marlink. The balance of the general accounts will depend on him/her.

You take care of the entire processing of supplier invoices within the International Accounting Shared Service Centre that managed the accountancy of 12 companies worldly based (Dubai, Belgium, Cyprus, Germany, Greece, France, Hong-Kong, Netherlands, Norway, Singapore, Slovakia and United-States). You receive, post and enter the invoices. The volume to be entered is very large (about 2.300/2.400 invoices per month for an Accounts Payable team of 7 peoples including the head of). You are then responsible for managing the payment of supplier invoices (about 1.000/1.100 payments per month).

As a supplier accountant you are also responsible for handling fixed assets in progress, closely with the General Accounting team.

You will follow the accounts payable from A to Z (about 1.800/1.900 suppliers managed by the IASSC).

Finally, you will oversee the monthly closing. You control and follow up on prepaid expenses, prepare and post the closing entries (revaluation of payables and bank accounts in foreign currency, registration of the debtors for reporting purposes) and ensure the justification of the accounts payable.

### Main Tasks

- verification of supplier accounting documents
- registration of supplier invoices
- performing bank reconciliations
- setting up and monitoring payment schedules
- application of legislation on transactions (VAT, customs duties, various taxes, etc.)
- follow-up of the monthly closings of accounts
- collaboration with the supply chain (Procurement, Logistics, etc.) and Controlling departments

## Qualifications & Professional skills

- 2 years after bachelor's degree (Accountancy)
- Fluency in commercial English
- Mastering accounting management
- Perfect knowledge of accounting tools
- Knowledge of commercial transaction legislation
- Good communication skills
- Good knowledge of computer tools (especially Excel)
- Good analytical skills and ability to summarise
- Knowledge of Microsoft Dynamics AX software is a plus

## Attitude & Interpersonal skills

- Work under pressure
- Can take appropriate decision making when required
- Structured and systematic working methods
- Positive and result oriented
- Resilient and able to work in tight timescales and business critical constraints
- Demonstrate strong commitment to quality and adherence to practices, procedures, and scheduling deadlines.
- Team player with ability to develop and enhance strong relationships
- Ability to adapt to changes in an environment of continuous developments.

## Our Commitment

Our Corporate Social Responsibility approach is part of the Marlink DNA to develop our business and people operate responsibly. Marlink has incorporated and respects the Ten Principles of the UN Global Compact into our strategies to establish a culture of integrity, value, trust and innovation.

The Marlink Group is a transnational organization and considers cultural diversity as one of its greatest strengths. Additionally, we support diversity in race, gender, religion, national origin, political opinion, sexual orientation, social origins, age and physical or mental character.

## We Offer:

- Flexible hybrid work situation.
- Attractive working environment in an international telecommunication company
- Training in satellite communication, company products, and services
- Financial contribution for meals of 4,50 EUR/worked day paid by the employer.
- Mobile phone also for private use
- Laptop also for private use
- Home office option with Internet connections refund
- All-year healthcare package - Business care program with private medical clinic ProCare
- 100% salary compensation during illness up to 2 months (doctor certified)
- 5 days of additional holiday
- Language trainings
- Free drinks and fruit at the workplace
- Sporting facilities via multi-sport card
- Employee social event

## Interested?

Please send your motivation letter & CV to hr.france@marlink.com with reference "Accountant Payables – HR-FRANCE0061"

WE SUPPORT UN GLOBAL COMPACT

In support of WOMEN'S EMPOWERMENT PRINCIPLES

Established by UN Women and the UN Global Compact Office