

Accounting Specialist - 1 year

maternity cover



Key Responsibilities:

- Posting of invoices AP/AR
- Regular monthly reconciliation with suppliers/customers
- Posting and reconciliation of travel expenses
- Fixed assets management
- Booking of bank statements and providing cash management activities
- Other duties requested by superior

Requirements:

- University degree.
- Fluency in English.
- Strong Excel skills and experience with ERP systems are considered as benefit
- Analytical skills with the ability to synthesize data.
- Structured approach and organizational skills.
- Proactive attitude to meet commitments.

Please submit your CV to the following link: [Accounting Specialist - 1 year maternity cover Job Details | Lear Corporation](#) no later than 08 May 2025.

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CERTIFIED EXCELLENCE IN EMPLOYEE CONDITIONS

