

Accounts Receivable Intern

Your tasks

- To contribute in the Accounts receivable activities
- To ensure control of our electronic credit notes documents stamped by SAT, to establish an execution plan and control more automatically specifically for customer charges, As well as ensuring to get the support documentation from Customer Web portals for corresponding validation and approval.

Your profile

- **Requirements:**
 - Active student in **Accounting, Finance, Business Administration**, or a related field.
 - Must have **at least one year remaining** before graduation.
 - Must have **active student health insurance** (Seguro Facultativo) or **major medical expenses insurance**.
- **Knowledge:**
 - Basic to intermediate proficiency in **Microsoft Excel**.
 - **English proficiency** (desired).
 - Accounting (basic).
- **Skills:**
 - Strong **service attitude**.
 - **Professional behavior**.
 - Well-organized and responsible.
 - Ability to work in a team and willingness to learn.



Job ID
REF29880

Field of work
Key Account Management

Location
Guadalajara - La Tijera

Contact
Jeniffer Peñaloza

Legal Entity
**Continental Automotive
Guadalajara México, S. de R.L. de
C.V.**

Our offer

At AUMOVIO we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.

Ready to take your career to the next level? The future of mobility isn't just anyone's job. Make it yours! **Join AUMOVIO. Own What's Next.**

About us

Continental's Automotive group sector is expected to be listed as independent company "AUMOVIO" in September 2025. With ~93,000 employees worldwide and annual sales of ~€20 billion, we are entering an exciting new era.

AUMOVIO stands for highly developed electronic products and modern mobility solutions. In addition to its strong market position with innovative sensor solutions, displays, and technologically leading braking and comfort systems, AUMOVIO has significant expertise in

software, architecture platforms and assistance systems for the rapidly growing future market of software-defined and autonomous vehicles. Our purpose is clear: to make future mobility safe, exciting, connected, and autonomous.