

# Accounts Payable Accountant - TABS (Tires Accounting Business Service)

## Ihre Aufgaben

You will be part of the TABS team and responsible for the following activities:

- Vendor master data - maintenance of ledgers, registers or other records;
- Invoice processing - Review of source documents /process invoices;
- Check if the supporting documents are according to the legal requirements, internal procedures and solve the inconsistencies;
- Request approval of invoices that were not approved after appropriate notification;
- Support resolution of inbound supplier inquiries, payments;
- Payment Processing activities;
- Prepare monthly/periodical closing/checks by making reconciliations of the data;
- Vendor reconciliation;
- KPI Tracking;
- Be a contact person for internal specialized departments and external business partners;
- Know company policies and the impact of own activities in achieving quality targets;
- Propose and implement improvements of the procedures and tools. Actively participate to the digitalization and automation;
- Actively participate in internal or external audits;
- Responsible for delivering in own area of responsibility for Service Level Agreements.



Job ID  
**REF79777L**

Arbeitsbereich  
**Finanzen & Controlling**

Standort  
**Timișoara**

Leadership Level  
**Leading Self**

Job Flexibilität  
**Hybrid Job**

Rechtliche Einheit  
**S.C. Continental Automotive Products S.R.L.**

## Ihr Profil

- University degree (Finance, Economics or comparable);
- Relevant experience in Accounts Payable area is a plus;
- English - Good knowledge of spoken and written;
- French, Italian, Nordics, German - languages are a plus;
- Knowledge finance tools (SAP preferred) is a plus;
- Automation knowledge/openness;
- Office 365 (advanced Excel knowledge);
- Willingness to work in an international environment;
- Positive attitude, structured, analytical thinking skills;
- Communication skills and strong team spirit.

## Unser Angebot

- 13th salary ;
- Performance bonus;
- Christmas & Easter bonus;
- Seniority bonus;

- Flexible working time;
- Competitive salaries & benefits;
- Health & wellness (Life Assurance, Private Health and Dental Insurance, Sport activities, Canteen, 24/7 Helpline with Psychologists etc.);
- Different discounts (tires, glasses, medical, shopping, etc.);
- Relocation bonus for non-Timisoara Residents;
- Professional development opportunities (in Technical and Leadership Areas);
- International Work Environment & Traveling Opportunities.

Ready to drive with Continental? Take the first step and fill in the online application.

## Über uns

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2024, Continental generated sales of €39.7 billion and currently employs around 190,000 people in 55 countries and markets.

With its premium portfolio in the car, truck, bus, two-wheel and specialty tire segment, the Tires group sector stands for innovative solutions in tire technology. Intelligent products and services related to tires and the promotion of sustainability complete the product portfolio. For specialist dealers and fleet management, Tires offers digital tire monitoring and tire management systems, in addition to other services, with the aim of keeping fleets mobile and increasing their efficiency. With its tires, Continental makes a significant contribution to safe, efficient and environmentally friendly mobility.

TABS - Tires Accounting Business Service is part of Continental Group and represents a BUSINESS SERVICE start-up team. Are you eager to learn, grow and take your career to the next level? We are looking for motivated individuals who are ready to embrace new challenges and develop their skills in a dynamic environment. In our team you will have the opportunity to learn, put your knowledge into practice, find right tools for digitalization and continue to innovate. If you have a passion for growth and a drive to succeed, we'd love to have you on board ! Apply now and be part of our journey!