

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

## Your tasks

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

- Accounts Payable/Accounts Receivable Processes (Master data, Invoices, Payments, Reconciliation, Reporting);
- Check if the supporting documents are according to the legal requirements and internal procedures;
- Support resolution of inquiries, payments;
- Contact business partners to solve discrepancies, if the case;
- Payment Processing activities;
- Prepare monthly/periodical closing/checks by making reconciliations of the data ;
- Reconciliation - Review and reconcile BP statements/dunning letters;
- 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 digitalization and automation;
- Actively participate in internal or external audits;
- Responsible for delivering in own area of responsibility for Service Level Agreements.

## Your profile

- University degree (Finance, Economics or comparable);
- Relevant experience in Accounts Payable, Accounts Receivable area is a plus;
- English - Good knowledge of spoken and written;
- Other languages are a plus: French, Italian, Nordics, German;
- 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.

## Our offer

- 13th salary;
- Performance bonus;
- Christmas & Easter bonus;
- Seniority bonus;
- Flexible working time;



Job ID  
**REF79864G**

Field of work  
**Finance and Controlling**

Location  
**Timișoara**

Leadership level  
**Leading Self**

Job flexibility  
**Hybrid Job**

Legal Entity  
**S.C. Continental Automotive Products S.R.L.**

- 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.

## **About us**

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!