

## Analista Sr. Cuentas por Cobrar (Posición Temporal)

### Tvoji zadaci

We are looking for an **Accounts Receivable & Credit Sr Analyst** that will be responsible to secure the timely collection of outstanding balances, maintain accurate records of customer accounts, and support the organization's cash flow and financial health.

### Main activities:

- Monitor and track the client portfolio, identifying overdue balances, analyzing their seniority and prioritizing collection actions.
- Participate in continuous improvement projects with AR and other departments, for example: Sales, Controlling or IT
- Maintain effective communication and build strong customer relationships to facilitate payment and resolve issues.
- Monthly reports: Accounts Receivable Dashboard
- Identify payments received daily, and apply them according to the date of receipt
- Generate CFDI payment complement (tax requirement) Commission payment report review
- Create request to generate prompt payment at platform K2 (including the calculation)
- Give support and information to the sales area about their customer's status
- Prepare account statements and provide information requested by our internal and external customers
- Send or upload invoices to client portals, follow up until the payment date. (Mass Retail Channel)
- Support in audit support (invoices in PDF and XML, bank support, bank receipts, emails)



ID posla  
**REF90640V**

Sektor  
**Finance and Controlling**

Lokacija  
**Ciudad de México**

Liderski nivo  
**Leading Self**

Fleksibilnost  
**Hybrid Job**

Pravno lice  
**Continental Tire de México, S. de R.L. de C.V.**

### Tvoj profil

**Bachelor degree** in Finance, Accounting, Economics or related

Intermediate **English Level**

3 to 5 years of proven experience in Accounts Receivable & Credit activities, such as

- Customer Centricity
- Financial Analysis
- Invoice process (CFDI)
- Collections
- SAP (SD, FI) Must
- Accounting
- Excel

## **Naša ponuda**

En Continental estamos comprometidos con la construcción de un ecosistema incluyente y libre de discriminación en México, estos principios se encuentran asentados en nuestra filosofía y cultura corporativa. Por lo cual, queda totalmente prohibido solicitar prueba de embarazo o VIH como parte de nuestros procesos de selección. #LI-AT1At

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

## **O nama**

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 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.