

# Accounts Receivable Analyst

## Tvoji zadaci

Perform all activities of gathering documentation and data related to credit reports, payment history, financial statements, profit margin, and other pertinent information in order to assess both new and existing customers' financial health and risk.

Fully complete the required rating matrix using the previously obtained information and make a risk rating recommendation.

Forward the documentation, rating matrix, and recommendation to the local credit manager's for review and final decision.

Preparation of Trade Reference request from customer

Checking of Active and Inactive accounts

## Tvoj profil

Bachelors Degree preferably Major in Finance, Business, or Accounting. 2-5 years of professional experience in credit, collections, payment application, deductions, or other related accounts receivable functions. Experience in Account Receivable processes - Credit and Collection, Cash Application. Knowledge in Billing, Credit, Debit and Goods return knowledge preferred.

Small group project or process improvement initiative

"Excellent verbal and written communication skills.

Excellent interpersonal skills and ability to work in a multi-cultural setup.

## Naša ponuda

- Hybrid work setup
- HMO upon hire
- Values-based culture
- Learning Opportunities

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

## O nama

Global Business Services Manila is the only ContiTech location in the Philippines providing support to global stakeholders (e.g. NAR, EuroAsia)



ID posla  
**REF91521P**

Lokacija  
**Taguig City**

Liderski nivo  
**Leading Self**

Fleksibilnost  
**Hybrid Job**

Pravno lice  
**Continental Global Business  
Services Manila, Inc.**