

Senior Process Executive - NL

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Company: BPM

Location: Netherlands

Category: computer-and-mathematical

Process Executive

115930BR

Job Description

Financial Administrator

Infosys BPM is a leading international digital services and consulting company. We support companies in 46 countries. While we constantly implement innovations for our clients, our motto remains the same: Everyone deserves a chance to grow!

One of our projects in in the Netherlands is the second largest supermarket chain in the Netherlands and Belgium with 70,000 employees and 750 stores, offering their clients a wide range of products including everything you need for your daily needs, starting with fresh food to household goods and drugstore articles.

Purpose/Essence of the role:

Invoice processing: Checking and processing invoices Verify accuracy and completeness of invoices (e.g., pricing, delivery terms, invoice number) Match invoices to purchase orders and delivery notes Resolve discrepancies with vendors Approve invoices for payment

Payments: Prepare and release payments to vendors (e.g., wire transfer, direct debit) Ensure timely invoice payment Monitor discount opportunities Reconcile bank statements

Organizing and optimizing processes in accounts receivable: Developing and implementing efficient processes
Ensuring compliance with legal requirements
Continuously improving workflows

Monitoring incoming payments: Reconciling open items with customers
Initiating dunning procedures
Clarifying payment difficulties

Requirements:

Bachelor degree in Economics, Business Administration or equivalent with proven knowledge of financial accounting and finance processes
Experience in Accounts Payables environment
Finance process knowledge, ideally lean-certified
Best: SAP ECC with FiCo (moving to S4 with VIM Open text in the near future)
Affinity with retail and/or FMCG
Great communication skills

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Country

Netherlands

Interest Group

BPM

Company

IBPM Netherlands

Role Designation

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