

Wilhelmsen is a global maritime industry group founded in 1861. We have the biggest maritime network in the world, with a presence in over 2 200 locations globally. We serve over half of the worldwide merchant fleet with products and services, and supply crew and technical management for some of the most complex vessels in the world. We also develop new and daring solutions, shaping the maritime industry for the future. Our investments seek to explore and develop new opportunities within the energy, offshore and maritime industry. With thousands of colleagues in more than 70 countries, we take competence, sustainability, innovation and unparalleled customer experiences one step further.

Due to business growth  
Finance Shared Service is currently recruiting for an

## **AP Accountant**

**Location: Szczecin**

### **Your key responsibilities:**

- Register supplier invoice data into accounting system
- Manage supplier invoice coding and administer invoice approval workflow, including seeking direct approval from business operations
- Processing of non-PO and PO accounts payable vouchers and month-end accruals
- Processing of three-way match transactions in our financial platform and related month-end accruals.
- Ensure appropriate storage of all scanned invoices on accounting system
- Work closely with internal departments to resolve invoice and payment queries
- Maintain excellent customer relationships through effective and timely communication in the event of queries or disputes on invoices
- Ensure best practice across all accounts payable tasks by maintaining current process documentation, and leading implementation of system and process improvements
- Other ad-hoc AP duties as required Position Qualifications

### **Qualifications:**

- Preferable education in Finance or Accounting
- Previous experience in a similar Accounts Payable environment within an organization or SSC/BPO environment is advantageous
- Computer literacy – Excel, Word and other large enterprise systems advantageous (e.g. IFS, SAP, Oracle etc.
- Excellent communication skills and cultural awareness
- Excellent English and Polish skills required, written and verbal. Additional European language(s) skills will be advantageous

### **What we offer:**

- Modern office in the city centre
- Full time contract
- Competitive salary
- Private medical care – premium level
- Multisport card

- Fresh fruits & vegetables
- Holiday allowance
- Development opportunities (involvement in migration process and policy-making)
- Group life insurance
- Variety of training: English course, soft skills training

**CV prosimy wysłać na adres: [lidia.waszczuk@wilhelmsen.com](mailto:lidia.waszczuk@wilhelmsen.com)**