

Accounting Specialist

GENERAL SCOPE:

Working in Accounting department where focused on the spare parts activity of PSA Turkey.

Responsible for the coordination of strong IT implication in the accounting operations to achieve continuous development in all accounting functions

PROFESSIONAL & PERSONAL REQUIREMENTS:

- Advanced experience and skills in SAP for Accounting and Finance functions
- Excellent command of written and spoken English
- Minimum 2-3 years of experience in multinational companies with Finance related SAP project experience
- 2-3 years experience on SAP projects for cost accounting will be preferable
- Experience in export accounting will be preferable
- Certificatified education in SAP can be an asset
- University degree from Economics, Administrative Sciences (but more important criteria is job experience with a strong combination of SAP and Accounting together)
- Team player & self motivation
- Customer focus & quality orientation
- Ability to deal with complex issues in an organized and structured manner
- Integrity, accuracy and time management

PRIMARY FUNCTIONS AND RESPONSIBILITIES

- Working in Accounting department and directly reporting PSA Turkey Chief Accountant
- Responsible for:
 - Accounting of spare parts activity of PSA Turkey
 - Performing all daily accounting of importation process
 - Daily accounting entries of the spare parts activity
 - Month-end accounting transactions for all stock movements, inventory valuation, COGS and necessary adjustments
 - Preparation of required inventory and accounting reports
 - Responsible for answering/preparing responses for internal and external audit requests
 - Being the primary contact and local champion of the global spare parts system with its main IT functions in Turkey
 - Monitor interfaces and alerts users and other system pilots in the event of a problem
 - Qualify the incidents reported to it by users
 - Assist local users on a daily basis
 - Follow changes in business procedures and helps users
 - Constitute user manuals and instruction notes
 - Guarantee the correct operational usage of the application
 - Help business users to formalize the development needs of the application and to quantify the associated gains
- Being the integral part of the continuous improvement in Accounting department by utilizing the technical functionality of SAP and other office programs to
 - Have more automatic accounting transactions
 - Ensure more accelerated and more efficient accounting process
 - Improve the reporting tools within the system to provide more measurable analysis

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