



Infosys BPO Poland is one of the biggest players in the outsourcing market, offering advanced and innovative services to its clients worldwide in the field of Finance and Accounting, Purchasing, IT and Consultancy. We are among the largest employers in the Łódź region and employ over 1200 specialists that provide services to clients in 27 countries.

Currently we are looking for the candidate for the position of:

## **Process Specialist with French in Accounts Payable Department**

### **Responsibilities:**

- Invoice verification
- Checking legal & fiscal requirements on the invoice
- Posting of financial documents on accounts payable side
- Preparing payment proposals

### **Requirements:**

- Fluent French
- Communicative knowledge of English
- Min. 2 years experience in accounting/finance area
- General Knowledge of financial processes
- Drive for improvement and harmonization
- Excellent communication skills
- Stress resistance
- Flexibility (working in the afternoon shift – 2 - 10 pm)

### **We offer to the candidates:**

- Language courses
- Participation in costs of post-graduate studies
- Social benefits
- Work in a multicultural environment
- Work in a young and energetic team
- Well-defined development paths
- Great possibility to start and develop professional career in a global company
- Great opportunity to participate in creation of best class processes

If you are interested in our offer, would like to start your professional career in Infosys BPO Poland, please do not hesitate to send us your resume to:

**[rekrutacja\\_lodz@infosys.com](mailto:rekrutacja_lodz@infosys.com)**