

Process Solutions is an ex-Arthur Andersen BPO Group which is now operating a dynamic and rapidly expanding independent accounting business in the European region, delivering services to some of the largest corporations in the world. Working in partnership with multinational clients, the Group provides them with professional “hands-on” accounting and payroll support, working in close cooperation with the clients’ Big-4 auditors. In order to support the fast-growing demand for their high quality accounting services in the region, the Group is seeking **to recruit talented new professionals.**

Accountant Assistant

(Place of work: Warsaw)

Principal responsibilities:

- daily bookkeeping;
- participation in the month-end-close process;
- preparing reports and tax returns.

Requirements:

- degree in finance or other accounting qualifications;
- good knowledge of English, knowledge of German will be an advantage;
- sound PC skills, especially Excel;
- attention to accuracy and detail;
- 0-2 years accounting and/or auditing experience.

What we offer:

- competitive remuneration package;
- trainings and career development opportunities;
- friendly working atmosphere in a dynamic and professional team;
- international projects.

To help you make the right decision please study our website and find out about the career development opportunities we are offering you!

If you are interested in a career opportunity with Process Solutions, please send your English CV with reference “Accountant Assistant Poland” at: hr-pl@ps-bpo.com

Please enclose the following sentence: “I hereby agree for processing the following personal information strictly for recruitment purposes in accordance with the regulation regarding the protection of personal data passed on the following date: 29.08.1997 (Dz. U. nr 133, poz.883).”

