



For more than a century, we have been shaping progress in our product sector as technology leader – whether it's starter motors, generators, start/stop systems or mild hybridization. Innovation, development expertise and the highest quality standards make us a reliable partner for automotive manufacturers – at 16 locations worldwide.

Our products are not only efficient and durable, but also provide high functional flexibility and the right answers for global product platforms and more stringent CO<sub>2</sub> requirements.

## Accounts Payable Specialist

Join our **Great Place to Work** for shaping the future of mobility. And yours.

You are there when we work together to shape the future of mobility! Become part of our interdisciplinary, international team at the location in Vila do Conde, Portugal. SEG Automotive Portugal, Unipessoal Lda. is the SEG group's Shared Service Center.

### How your future looks like with us

- Responsible for process, tracking, and recording expenses and payments in an accurate, efficient, and timely manner;
- Assure all issues related to invoicing, account analysis, and reconciliations in the organization, producing the necessary reports;
- Ensure the implementation of Detective Controls and its preventive measures;
- Ensure all audit and compliance obligations related to the function;
- Manage all relations and communications with vendors;
- Analyze the existing processes to find opportunities for improvement to be implemented.

### What you bring with you for a future with us

- Bachelor's or Post-Graduate in Economics, Management, or Accounting;
- +3 years of experience in Accounting, preferably in Accounts Payable;
- The domain of MS Office tools and SAP Concur knowledge;
- Fluent in English (written and spoken) – mandatory, knowledge of the Hungarian language will be a plus;
- Soft skills: Excellent Communication Skills (Customer Service Skills) - Structured approach; Problem-solving skills; Good organizational and prioritization skills; Team player, Good presentation skills.

### What we will offer you in the future

- The opportunity to work in a **Great Place to Work**, with a lot of innovation, scope for design, and responsibility. This is supported by attractive additional benefits, such as flexible working hours and a hybrid working model.

Please send us your CV and tell us why do you want to join SEG Automotive Portugal

Human Resources: [sgpt.recrutamento@seg-automotive.com](mailto:sgpt.recrutamento@seg-automotive.com)

Visit our website: [www.seg-automotive.com](http://www.seg-automotive.com)

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