



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.

## Professional Internship | Accounts Receivable

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

- Development and reporting of relevant KPIs (Key Performance Indicators) related to Order to Cash performance.
- As part of the Accounts Receivables team be responsible for the following tasks:
- Extract from SAP Customer accounts status (open and due items) and prepare the weekly and monthly trade receivable outstanding KPI.
- Collect and prepare data related to customer deductions.
- Prepare and track with team Trade receivables aging KPI.
- Manage Accounts Receivables Mailbox.
- Support other areas with the following tasks:
- Extract from ERP demands and/or deliveries and prepare sales prognosis reports for sales and other areas.
- Monitor and report EDI unprocessed iDocs.
- Support in the continuous improvement, namely with the roll-out of automation solutions.
- Support Sales Business Frames (SBF) preparation.

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

- Degree in Economics, Finance, Management or similar areas.
- No more than 1 year of working experience.
- Domain of Microsoft operating systems.
- Good command of English language spoken & written.
- Very good IT-skills.
- 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, the 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)

Reference code SGPT-Vc-SCC-2023-30



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.