

**Position:** ASSOCIATE, TREASURY - OTHER COUNTRIES/ ITALIAN (M/F)

**Company Name:** Sonae Sierra

**Job Description**

Sonae Sierra ([www.sonaesierra.com](http://www.sonaesierra.com)) is the international shopping centre specialist, with a passion for bringing innovation and excitement to the shopping centre industry. The Company owns 46 Shopping Centres in Portugal, Spain, Italy, Germany, Greece, Romania and Brazil. Sonae Sierra is also providing services to third parties in Cyprus, Serbia, Morocco, Algeria, Turkey, Colombia and China.

**Working Place:** Maia/Oporto

**Requirements**

- University Degree preferably in Economics/ Management/ Finance/ Accounting
- Fluent in Italian
- Good English Skills
- Good Analytical Skills
- Intermediate Excel Knowledge
- Previous work experience in SAP will be a plus
- Previous experience in collections / reporting / treasury is an advantage
- Disciplined and Organized Individual

**Responsibilities**

Produce collections information for the relevant departments within the organization.

Critically analyze client accounts and book receivables from tenants.

Daily control of bank accounts and periodic bank accounts reconciliation.

Processing of payments to suppliers and analysis of supplier current accounts. Following up on invoice approval processes.

Booking of bank and cash movements.

Periodic control of company petty cash.

**Other information:** Full time job, temporary substitution of a maternity leave

**Applications:** till 30/04/2015 for [creustaquio@sonaesierra.com](mailto:creustaquio@sonaesierra.com)