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GL Senior/Associate

As a Global Cadency Administrator you will be responsible for making sure that the Cadency system, that supports financial account and intercompany reconciliation. In addition you will be part of Site Operations team and will support other team activities related to global masterdata within finance area.

This is a high-profile role with global responsibility that may interact with different seniority level of Colleagues across Zoetis.

Responsibilities:

- Responsible for monthly, quarterly and annual closing activities including completion of sub-ledger postings, reconciliations, sub-ledger lockdown, posting to GL, Fixed Assets accounting, Cash accounting and corporate submissions
- Perform and support General Ledger (GL) journal entries postings, GL and cash account review, maintenance and analysis, GL master data change requests, reconciliations, foreign exchange adjustments and corporate required accounting
- Support the execution of activities related to internal and external audit requirements
- Provide periodic internal and external reports and support ad hoc data request from management or markets
- Responsible for timely reporting of key financials and compliance with Key Performance Indicators (KPIs) and Service Level agreements (SLAs)
- Work closely markets and local accounting teams to resolve discrepancies, issues and queries for related accounting issues in a timely manner by escalating to the Lead Associate as required
- Assist R2R Process Delivery Lead, Team Leader and Global Process Owner (GPO) to identify and implement process improvement initiatives and best practices
- Ensure robust compliance

Requirements:

- Undergraduate degree in Finance / Accounting
- Minimum 2 years of experience on GL positions in SSC/BPO
- Good computer skills and ERP literacy (e.g. MS Office, SAP)
- Proficiency in English

We offer:

- Contract of employment
- Learning and developing programs
- Private medical care
- Multisport cards
- Flexible working hours

Join Us!

I hereby agree to the processing my of personal data provided in this document by Zoetis Polska Sp. z o. o. for realizing the recruitment process for position I applied for.

OR:

I hereby agree to the processing my of personal data provided in this document by Zoetis Polska Sp. z o. o. for realizing the recruitment process for additional and future recruitment process.

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