

Accountant / Accounts Payable Accountant / Expenditure Accountant (m/f/d)

Employer

WVB Centuria GmbH

Job description

WVB Centuria GmbH is a property management company operating throughout Germany. Since its foundation in 2001, it has been serving both institutional and private clients with a focus on residential properties.

We currently manage around 10,000 residential and commercial units with approximately 70 employees at our headquarters in Berlin and at our locations in Marl, Dortmund and Halle (Saale).

Due to our positioning as an owner-managed administration, WVB also brings a value-oriented real estate strategy to the property management in addition to the classic administration activities.

In the course of our nationwide growth, we are looking for **YOU**, committed, independent and service-oriented personalities with a desire for a new challenge.

To actively support our office team in Halle a.S., we are therefore looking for an **Accountant / Accounts Payable Accountant (m/f/d) for the real estate sector with immediate effect.**

Your tasks

- Processing, account assignment and posting of all business transactions in the area of accounts payable.
- Entering/checking invoices, creating standing orders, carrying out split postings
- Preparation of financial requirement reports and cash demands
- Account allocation in compliance with apportionment and capitalisation requirements
- Preparatory work for the processing of payment transactions
- Contact person for tax advisors and auditors
- Preparation of the monthly financial statement as well as preparation of the annual financial statement
- Supporting the direct supervisor and the team

Your Profile

- Completed commercial training with appropriate professional experience in the field of accounting.
- Ideally, first practical knowledge in the real estate sector/ housing sector
- Experience in accounting and in property and rental accounting desirable
- Team spirit as well as an independent, committed, structured and responsible way of working
- High level of commitment, team spirit and ability to work under pressure
- Confident handling of MS Office applications as well as initial experience with housing management software would be an advantage
- Accurate, systematic and strong organisational skills

Place of work

Halle

You are characterised by an independent, conscientious and structured way of working. You keep a cool head even in stressful situations

You have initial experience in rental accounting or are a career changer who is willing to learn and has a good grasp of the business.

You have a friendly manner and enjoy working in a team

Excellent!

Our offer

- A strong and motivated team that looks forward to welcoming new colleagues and enjoys its work.
- A good working atmosphere and a pleasant working environment with flat hierarchies, where your commitment really pays off
- Well-founded, practice-oriented induction
- Modern office and state-of-the-art technical equipment
- Independent and varied tasks in a growing company with short decision-making processes
- A permanent employment contract
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Have we piqued your interest?

Send us your detailed application documents (cover letter, CV, references) today, stating your salary expectations and possible starting date, using the "Apply now" button.

or in writing to:

WVB Centuria GmbH
For the attention of Marion Vollmer
Herrenstraße 20
06108 Halle (Saale)