

Accountant / Accounts Receivable Accountant / Revenue Accountant (m/f/d)

Employer

WVB Centuria GmbH

Place of work

Halle

Job description

WVB Centuria GmbH is a property management company operating throughout Germany and has been serving both institutional and private clients for 20 years with a focus on residential and commercial real estate. We currently manage around 8,300 residential and commercial units with over 60 employees at our headquarters in Berlin and at our Halle (Saale) location.

Our employees are crucial to our success. In our team, we maintain a professional, open and collegial working relationship.

The next portfolio takeover is just around the corner and we are looking for 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 Receivable Clerk (m/f/d) for the Real Estate division with immediate effect.**

Your tasks

- Processing tenant and deposit accounts
- Deposit statements
- Daily booking of incoming rent and deposits
- Processing and monitoring payment transactions, SEPA direct debits
- Correspondence with tenants, authorities, etc.
- Preparation of monthly financial statements

Your Profile

- Completed commercial training with appropriate professional experience in the field of accounting
- Ideally initial practical knowledge in the real estate/ 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, ability to work in a team and resilience
- Confident handling of MS Office applications and initial experience in using property management software an advantage
- Accurate, systematic and highly organized way of working

We want **you!**

Do you enjoy dealing with people and can adapt to a variety of situations?

Do you always maintain an overview and work independently and to a high standard? Do you impress with your positive manner and organizational skills?

Excellent!

Our offer

- A strong and motivated team that looks forward to welcoming new colleagues and enjoys its work
- Open, team-oriented cooperation in an environment where your commitment really pays off
- An attractive workplace that is easily accessible by public transport
- Challenging, varied and responsible work in an expanding company with scope for your own ideas and development opportunities
- Well-founded, practice-oriented training
- Short decision-making processes, flat hierarchies with a fixed contact person
- A permanent employment contract
- A modern workplace and up-to-date technical equipment

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)