



Join the fascinating world of Tchibo coffee!

In our Bucharest office we are looking for a
FINANCE TRAINEE (internship)

We want you if you are seeking a real professional challenge, a place where you can put in practice everything that you have learnt and want a stable company providing opportunity for professional growth as a valued member of a young and friendly team.

Tasks:

- ☞ Support controlling and accounting departments in the month/year end closing activities
- ☞ Perform all necessary trade terms checks in order to ensure the postings are done accurate and in due time
- ☞ Close collaboration with other departments in order to collect relevant supporting documentation and or additional information (i.e. contracts, supporting documents for services received, free of charge goods, etc.)
- ☞ Preparation of recurrent and ad-hoc controlling and accounting reports and analysis
- ☞ Assist the controlling team during forecast, latest estimate and operational planning (gather and input data)
- ☞ Check and maintain/update the decision making tools as per new available information (list prices, customer conditions, acquisition prices)
- ☞ Maintain and update the company bank detail into the group treasury tool: update/confirm bank statements, guarantees and foreign exchange deals



Your profile:

- ☞ Economy University Degree (or student in your last year or freshly graduated)
- ☞ No Professional experience required
- ☞ Fluent in written and spoken English is a must
- ☞ Solid Office knowledge: Excel, Power Point, Word
- ☞ Structured, attention to details
- ☞ Good analytical thinking
- ☞ Positive attitude, collaborative, proactive

We offer you:

- ☞ A true insight into how Finance at Tchibo works and learn about the commercial processes
- ☞ Participation in tasks according to both our and your professional interests
- ☞ Personal growth and development – daily training from an experienced team
- ☞ Result and performance oriented work environment
- ☞ Full-time job for a 6-months-long internship period with the possibility to be extended as a long term job, hybrid type of work space, attractive payment and benefits, according with the company's policy

If you want to be part of a successful, dynamically growing international company and gather real professional experience in the fascinating world of coffee, please **send your CV in English** to florentina.gogolan@tchibo.ro mentioning the position „**Finance trainee**”.

By sending your application you confirm that you agree that Tchibo Brands SRL is handling your personal data throughout the recruitment process and in the following 6 months with the objective of recruitment.