



**SUBJECT: Communication – Announcement**

SUJET: Communication – Communiqué

ASSUNTO: Comunicação – Comunicado

## Certified Accountant (M/F)

Our **Accounting Department** is looking for a **Certified Accountant** for its **Operations**, to be responsible for the accounting of a group of companies. Reporting to the Accounting Responsible, will have the following responsibilities:

- Documents classification;
- Support for account analysis “Invoice in reception and conference”;
- Analysis of current accounts of suppliers;
- Support of the current account analysis of the various balance sheet accounts;
- Recording of employee expenses;
- Billing to customers, organization of transport documents and validation of the fiscal framework of the operation;
- Closing accounts and respective monthly report;
- Fulfillment of all tax obligations (IVA, IRC, ...);
- Maintaining of fixed asset data.

At Voltalia we are passionate about **renewable energies**! We are an electricity producer from wind, solar, hydro and biomass, and also a service provider to 3<sup>rd</sup> party clients such as **Development, EPC, O&M and Distribution**.

Today we are in **17 countries**, split among **4 continents**, and offering a **global operating capacity** to our clients. We are listed on the regulated Euronext market in Paris since July 2014.

Announcement Date: 08-08-2018

**REFERENCE**  
33.2018

**COMPANY**  
Voltalia

**DEPARTMENT**  
Accounting

**JOB TITLE**  
Certified Accountant

**LOCATION**  
Porto, Portugal

**STARTING DATE**  
September, 2018

**QUALIFICATIONS:**

The ideal candidate will have/ be:

- Accounting Degree;
- At least 3 years of experience in Accounting;
- Accounting knowledge (preferably in International Accounting Standards – IFRS);
- Knowledge of IRC Code;
- Knowledge of IVA Code;
- Good knowledge of MS Office;
- English proficiency (mandatory);
- SAP domain (preferred).

**Key Skills:**

- Proactivity;
- Initiative spirit;
- Availability and sense of responsibility;
- Team work ability;
- Dedicated person;
- Ability to lead with different volumes of work.

Your application will be reviewed by Daniela Mendes.

If you are interested in this career opportunity, please send us your CV to [voltaliarecruits@vitalia.com](mailto:voltaliarecruits@vitalia.com), with the subject "33.2018 – Certified Accountant".