

OPPORTUNITY

OPPORTUNITÉ

OPORTUNIDADE



HUMAN RESOURCES

SUBJECT: Communication – Announcement

SUJET: Communication – Communiqué

ASSUNTO: Comunicação – Comunicado

ACCOUNTANT - TRAINEE (M/F)

Our **Finance & Administration Business Line** is looking for an **Accountant (Trainee)** for its **Operations**, who will have the following responsibilities:

- Organization and general archive of accounting documents;
- Classification of documents;
- Analysis of current accounts payable and receivable;
- Maintenance and analysis of fixed assets;
- Tax compliance: VAT, Summary Statement, Model 30, Withholding Tax;
- ADT analysis, in order to avoid international double taxation;
- Completion of INE inquire.

QUALIFICATIONS:

The ideal candidate will have/ be:

- Degree or master's degree in Accounting;
- Accounting knowledge, preferably with specialization in the field of taxation;
- English proficiency (other languages will be a plus);
- Good domain of MS Office, with special focus on Excel;
- Knowledge of SAP will be a plus.

• SOLAR • WIND • HYDRO • BIOMASS •

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

Today we are in **20 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: 26-07-2019

REFERENCE
25.2019

COMPANY
Voltaia

BUSINESS LINE
Finance & Administration

JOB TITLE
Accountant - Trainee

LOCATION
Porto, Portugal

STARTING DATE
September 2019

Key Skills:

- Organization;
- Sense of responsibility;
- Good communication skills;
- Good interpersonal skills;
- Team player;
- Ability to adapt.

Your application will be reviewed by Daniela Mendes.

If you are interested in this career opportunity, please send us your CV to voltaliarecruits@voltaia.com, with the subject "25.2019 – Accountant - Trainee".