

Sodexo Business Services

O2C Specialist



Back in 1966, in Marseilles, when the world was talking about Start Trek 🚀, Sodexo was serving its first customers, initiating our journey in the Quality-of-Life Services led by the bold Pierre Bellon.

Since then, we continued our adventure of offering everyday need solutions, improving the life of our users across the globe 🌐 supported by more than 400 thousand dedicated and brave colleagues, in 64 countries, that lead us to where we are today.

PT Portugal is no exception and 5 years ago, our shared service center – Sodexo Business Services – SBS, was born! In here, you will have the chance to be part of several 📊 📄 Financial teams like Record to Report, Order to Cash, Purchase to Pay, Financial Analysis, Master Data, among others, that support European markets, making sure the business continues to grow.

✨ Are you bold enough to join our crew, with your unique character and ideas, and make us even bigger?

📁 We are waiting for you! And so, your career!

In the meantime, check the opportunity below:

⚙️ What will you do?

- Cash / revenue reconciliation at cash level;
- Manage relationships with sites managers;
- Month end reporting;
- Perform Account Reconciliations;
- Perform General Accounting;
- Conduct open items review;
- Support internal and external audits.

🔑 What you'll need to succeed?

- Bachelor's Degree in Accounting;
- Fluency in English and French;
- Experience in use of Office applications and ERP system application (SAP preferred);
- Ability to work under pressure;
- Detail oriented, professional attitude, reliable person;
- Ability to communicate effectively verbally and in writing Pro-active, responsive and action orientated

What we have to offer you?

- Hybrid working model;
- Flexible working hours;
- Health & Life Insurance;
- Attractive Meal allowance paid in Meal Card;
- Additional Days off: extra vacation day, employee's birthday, volunteering day;
- More than 6000 free online courses;
- Opportunity to grow professionally inside the Company;
- Possibility to participate in multicultural projects;
- Several internal activities aiming to promote our team's wellbeing.

We are waiting for you!

In the meantime, check all the opportunities on our career website (<https://www.sodexo.com/en/contact-us/sbs-porto/porto-jobs>) or send us your CV to our email Recruitment.SBS.Portugal@sodexo.com with the title of the role on the subject.

Find out more about Sodexo: <https://www.youtube.com/watch?v=XX7PoE9kazU>

Sodexo is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment.

At Sodexo we believe in Privacy and your Privacy is very important to us that's why your personal data will only be used for the purpose of managing our recruitment process, will be processed in accordance to the GDPR and treated confidentially. For further information about how we process your personal data please reach out to privacy.sbs@sodexo.com.