



## Can you imagine having friends from work who live in more than 80 countries?

DSV Group is one of the world's leading transport, freight forwarding and logistics companies. Our headquarters are located in Denmark and our offices – **in more than 80 other countries.**

DSV consists of four divisions:

**DSV ISS | DSV Road | DSV Air & Sea | DSV Solutions.**

DSV ISS located in Warsaw is in a phase of dynamic development. We employ more than **900 fantastic people** and this number is constantly increasing.

We provide global services within:

**Finance & Accounting Services, Claims Handling, Customs Administration, Freight Forwarding, Operational Shared Services, IT, Robotics Process Automation, Customer Reporting & Data Quality, Business Process Development, HR.**

Now there is a chance to join us in the position of:

## General Ledger Specialist

Location: **Warszawa** | Ref. No. **ISS/FIN/GL/022019**

### TASKS:

- Prepare and maintain the monthly checklist of activities performer.
- Responsible of general accounting activities (accrual, provision calculation etc), month end closing, reporting and controlling activities.
- Responsible of management of fixed assets: creation, disposal and depreciation run.
- Review invoices in AP workflow, provide coding and ensure quality check.
- Perform high review of P&L accounts in order to identify prepaid costs, deferred revenue, wrong bookings.
- Perform /review monthly reconciliations of all BS accounts.
- Ensure high end review of BS and take action on required adjustments.
- Review actuals versus budgeted costs and highlight the potential deviations.
- Prepare internal management reports.
- Responsible of Group reporting (SAP BPC).
- Review and ensure that the procedures are up to date, write procedures for new activities.
- Ensure smooth knowledge transfer of new GL processes and countries by actively participating to GL transitions.
- Other operational ad hoc tasks received from TL (preparation of KPIs, ad-hoc requests, etc).

## JOIN US IF YOU ...

- have min. 2 years of work experience on a General Ledger/ Accountant position in SSC/ BPO or production company,
- have higher education in finance/accountancy area,
- have knowledge of English at least at level B2,
- have knowledge of MS Office (Word, Excel, Power Point),
- have knowledge of SAP (is a plus),
- have ability to work under time pressure, analytical skills, willingness to learn and increase responsibilities,
- are detail oriented and can work independently.

## OUR OFFER:



Employment contract



Private medical care



Sport card



Business English lessons



Home office possibility



Work-life balance



Comprehensive onboarding program



Comfortable ergonomic office



Internal training sessions



Sport sections and events



Fruits and vegetables days



Christmas and Easter gifts



CSR projects



Bonding parties and integration meetings



Bike parking and showers in the office

Send your CV in English via:

**APPLY**

**Please include the following statement in your application documents:**

"I give my consent for the processing of my personal data by DSV International Shared Services sp. z o.o. with its registered office in Ożarów Mazowiecki 05-850, at Ożarowska 40/42 Str., Duchnice, for the purpose of current and future recruitment processes and verification of my professional skills, as well as for the transfer of my personal data to other companies belonging to the DSV ISS group for the purpose of any recruitment processes in the future".

1. Please be informed that the data controller of personal data included in the recruitment documents sent by you is DSV International Shared Services sp. z o.o. with its registered office in Ożarów Mazowiecki 05-850, at Ożarowska 40/42 Str., Duchnice (hereinafter: "DSV ISS").
2. The aforesaid personal data will be processed for the purpose of the recruitment process relating to your application and verification of your professional skills. The personal data will be processed on the basis of article 22 (1) of the Labour Code and article 6 paragraph 1 item c) of European Parliament and UE Council Regulation 2016/679 dated 27.04.2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/WE (hereinafter: "Regulation").
3. Your personal data will be processed for the purpose of any future recruitment processes subject to obtaining consent. The personal data will be processed on the basis of the consent constituted by article 6 paragraph 1 item a) of the Regulation and article 23 paragraph 1 item 1) of the Act on Personal Data Protection dated 29.08.1997.
4. The personal data may be transferred by DSV ISS to other companies belonging to the DSV capital group for the purpose of future recruitment processes provided that your consent is expressed.
5. You have every right to access to the content of your personal data as well as the right to: correct or delete the data, limit data processing, transfer the data, object and revoke your consent at any time. The revocation does not impact on the data already processed in compliance with the law.
6. Provision of personal data is voluntary which shall, however, be necessary to participate in a recruitment process.
7. Contact with the Personal Data Protection Officer is possible at the following e-mail address: [issc.rod@dsv.com](mailto:issc.rod@dsv.com).
8. Your personal data will be stored for a period of 6 months from the termination of recruitment process. If your consent to process the data for purposes mentioned by point 10 is submitted then the data will be stored for a period of 12 months.
9. You have the right to lodge a complaint to the supervisory body – Inspector-General for Personal Data Protection – or other authorities entitled to supervise the observance of regulations related to personal data.
10. If you agree to include below clauses to your application please express them as follows:
  - "I hereby give my consent for my personal data included in my application to be processed by DSV International Share Services sp. z o.o. with its registered office in Ożarów Mazowiecki 05-850, at Ożarowska 40/42 Str., Duchnice for the purposes of any future recruitment processes"
  - "I hereby give my consent for personal data included in my application to be transferred by DSV International Share Services sp. z o.o. with its registered office in Ożarów Mazowiecki 05-850, at Ożarowska 40/42 Str., Duchnice to other companies belonging to DSV capital group for the purposes of any future recruitment processes".