

Drive, Engage, Respect

We want you

Administrative (Treasury)

If you are passionate about tourism, your place of work is at **DER Touristik**.

What will I have to do?

- Posting and reconciliation of banks, POS collections, cashiers, and employee card settlements
- Preparation and review of payment proposals
- Making and tracking of advance payments to suppliers
- Control, review, and maintenance of supplier payment forms
- Making payments to the corresponding administrations (AEAT, TGSS, ATIB, courts, etc.)
- Preparation of cash flow reports for all companies and analysis of deviations.
- Management of the liquidity position and coordination of the Group's financial needs (RIF).
- Experience in analytical cost centre accounting
- Management of the necessary support documentation for other departments
- Review / creation of excel files for import into the accounting system

What are we looking for?

- Bachelor's degree in business administration or economics
- 2 years of experience in a similar position.
- High level of English
- Computer skills: SAP, Microsoft office and others.

What is it like to work at DER?

You will work in a company that cares about its employees, with a multicultural and diverse environment that makes us unique and different. You will work in a place that is committed to equal opportunities and to the interest in the professional development of our employees regardless of race, religion, age or disability, complying with all legal standards on diversity and inclusion, which are our main pillars.

Drive - Show energy, passion, and determination. Approach all tasks with enthusiasm.

Engage - Create a good working environment where everyone can feel that they have a positive contribution to make.

Respect - Benefit from different perspectives and respect the differences between team members, clients, and partners.

Are you interested in this position?
Please send us your CV in English.
Contact: hrr@dtservices.travel