

## **Internship in Accounting team (part-time)**

Outokumpu Global Business Services in Vilnius is offering a paid internship in our Service Center Accounting team within Finance department. This is a part-time opportunity for a schedule of four hours.

During this internship you will learn to perform a variety of accounting tasks within a multi-cultural environment – and equally important – you will become a part of an energetic, supportive, and fun team that will make this experience even more valuable!

### **Main responsibilities**

- ✓ Ensuring that accounts payable related invoices are accurately processed and authorized within agreed deadlines
- ✓ Entering accounting journal entries into ERP system
- ✓ Helping team members during the month end closing periods
- ✓ Archiving travel expenses related documents
- ✓ Handling supplier/customer communication

### **Requirements**

- ✓ Studies in Finance / Economics / other related fields
- ✓ Written and spoken English language (level B1-B2 and above)
- ✓ Good communication skills
- ✓ Detail-oriented and problem-solving approach
- ✓ Knowledge of Excel

Training and support will be provided. If you are self-motivated and willing to learn, during this internship you will certainly gain useful knowledge and experience for your future career.

### **Outokumpu offer for students – Paid internship with additional benefits**

- ✓ Work experience in an international company
- ✓ Remote / hybrid work possibility
- ✓ Flexible working hours
- ✓ Lunch card
- ✓ Accident insurance
- ✓ In some cases, possibility to be offered a permanent position

Sounds interesting? Then send your CV in English to [HRServicesRecruiting@outokumpu.com](mailto:HRServicesRecruiting@outokumpu.com) and [egle.griskeviciene@outokumpu.com](mailto:egle.griskeviciene@outokumpu.com)

For more information about the role, please contact Donata Zelionkienė, SCT Accounting Manager, by email [donata.zelionkiene@outokumpu.com](mailto:donata.zelionkiene@outokumpu.com).

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Outokumpu is the inventor of stainless steel and has a century's expertise in making advanced materials. As a global leader in stainless steel, we care for the environment – over 90% of our production is made of recycled material and our carbon footprint is 70% smaller than the global industry average. Our production sites located in Finland, Germany, Mexico, Sweden, the UK and US together with a worldwide network of sales companies and service centers employ some 9,000 professionals in more than 30 countries.

Vilnius Global Business Services centre employes 200+ employees supporting various business functions: finance, procurement, HR, IT and administration (no steel production sites are located in Lithuania).