

MÜNCHEN

Accounting Clerk (m/f/x) in Part-time

Overview

Are you looking for exciting tasks in a design-oriented company that offers you stability and structure? Do you want to contribute your creativity and personality? Then you'll be a great fit for us!

The use of state-of-the-art technologies and with our expertise across all service phases according to HOAI and the use of state-of-the-art technologies, we create innovative and high-quality solutions. Our long-standing success and strong team spirit are based on an open culture and the knowledge and commitment of our employees.

Become part of our team as an Accounting Clerk (m/f/x) - we look forward to your application!

You can expect the following

- Posting of all business transactions, e.g., travel and incoming invoices
- Processing of account statements, cash books, and credit card statements
- Handling of payment transactions
- Active participation in the preparation of annual financial statements according to the German Commercial Code (HGB)
- Independent preparation and timely submission of VAT advance returns for multiple entities
- Careful review of tax returns, taking into account current tax requirements
- Support in optimizing tax processes and ensuring compliance with legal regulations

You bring along

- Commercial apprenticeship, qualification as a tax clerk (m/f/x), or a university degree in economics with a focus on accounting
- Several years of professional experience in finance and accounting
- Basic knowledge of accounting according to the German Commercial Code (HGB) and travel expense law
- Ideally, initial experience with MS Dynamics Navision or MS Dynamics 365 Business Central

We offer

- Development opportunities | Support for your personal and professional development
- Language courses | Financial support for German and English courses to support your career
- Vacation | 30 days annual leave and a rest between Christmas and New Year
- Deferred Compensation | Support for your financial security
- Coffee culture | Enjoy first-class coffee from our in-house CoffeeBar every day
- Work-life balance | Flexible, family-friendly working time models for a balanced lifestyle
- Events | Several days Office Trip, regular FriYAY evenings for socializing and joint activities
- Location | Central office in Munich (Maxvorstadt)

Your contact at HENN

Daphne Matthes

T +49 (30) 253 099 256. We're eager to get to know you! Please submit your application via our recruitment portal.