



## Accounts Payable Trainee for Europe (f/m/div)\*

### Job description

Are you a fresh graduate in business or finance searching for a great way to start your career? Do you have a passion for accounting-related topics? Then this position is the perfect match for you! Apply now and join our international and dynamic team in Porto.

As an Accounting Trainee, you will work within the Accounts Payable team in Porto, supporting our European locations. You will guarantee the quality and effectiveness of the processes, ensuring compliance while providing accurate information and timely reporting.

In your new role, you will:

- **Process invoices and check system information accuracy;**
- **Understand treasury policy** concerning regular payments;
- **Extract reports** from the system **and analyze them;**
- **Clear and maintain accounts;**
- **Ensure that our balances match the financial information.**

### Profile

You have a proactive personality with a sense of urgency and attention to detail at all times. Furthermore, you have excellent communication skills and are able to establish sustainable relationships with people across all levels of the organization.

You are best equipped for this position if you:

- Have a **degree in Accounting, Finance, Economics**, or equivalent field;
- Have **good knowledge of IT tools**, especially **Excel** and Outlook, SAP is a plus;
- Are fluent in **English** (mandatory).

Please send us your **CV in English** so we can get to know you better.

### Why Us

**Part of your life. Part of tomorrow.**

Infineon is a world leader in semiconductor solutions that make life easier, safer, and greener. Our solutions for efficient energy management, smart mobility, and secure, seamless communications link the real and the digital world.

– Feel welcome at Infineon Shared Service Center in Porto! –

### At a glance

Location:

Job ID: **351228**

Start date: **as soon as possible**

Entry level: **0-1 year**

Type: **Full time**

Contract: **Temporary**

Apply to this position online by following the URL and entering the Job ID in our job search:

Job ID: **351228**  
[www.infineon.com/jobs](http://www.infineon.com/jobs)

### Contact

**Sara Sá**

Student Attraction Manager



Our multifunctional business model is focused on high quality services through operational excellence with engaged people. We are recognized globally at Infineon as a valuable business partner.

These are the main business services on our site: Finance, Purchasing, Human Resources, Robotic Process Automation, IT, Audit, Legal, Compliance, Business Continuity among other areas that consolidate us as a high quality partner.

You will find a very open and approachable working culture in Infineon Porto. Our office space has also been designed to promote our people engagement and well-being at work.

*\* The term gender in the sense of the General Equal Treatment Act (GETA) or other national legislation refers to the biological assignment to a gender group. At Infineon we are proud to embrace (gender) diversity, including female, male and diverse.*

