

ALTER PHARMA GROUP NV

FINANCE

JUNIOR ACCOUNTANT

ABOUT OUR COMPANY

Alter Pharma is a Belgian group of pharmaceutical companies with headquarters in Anderlecht (Belgium) and offices in Ireland and the United States. Employing in total over 140 employees, the Group distributes a wide range of pharmaceutical products to pharmacies, wholesalers, hospitals and retirement homes. At the same time, Alter Pharma is a global player on the generics market, with around 15 molecules on the European and US market and a fully stocked pipeline of niche, complex and added value products.

Our values

Our talented staff daily work in accordance with our company values:

- We are proud of our entrepreneurial culture and foster open communication, mutual respect, professionalism and efficient decision-making and we believe that our multicultural organisation is one of our most important competitive advantages.
- We believe that timely and well considered decisions as a response to emerging opportunities and ideas is the key to our success.
- We believe that the success of the company lies in the competence, dedication and motivation of each of our employees.
- We believe that freedom returns flexibility and empowerment returns commitment.

We are currently looking for a talented Junior accountant to help us proactively managing the lifecycle of the medicinal products. The successful candidate must have accounting principles and has at least +/- 3 years of relevant experience in a similar function.

You will be responsible for processing AP invoices.

You will report directly to the companies' Group Accounting Manager and will be based in Anderlecht, Belgium.

The job description

The Junior accountant undertakes full responsibility:

Day to day

- You are responsible for processing AP invoices (Raw materials and service invoices + follow-up).
- Credit controlling.
- Daily cash and banks: processing bank statements + daily cash file.
- Weekly cash: Payment proposals- Isabel + factoring follow-up.
- Preparations on monthly VAT+ IC. + Intrastat.
- Preparations of yearly listings.

- Preparations of statistics

Monthly and Annual Closing

- You assist in the monthly closing process.
- You assist in ad-hoc requests.

Your professional profile

The successful candidate has a bachelor's degree in accounting or equivalent and has at least +/- 3 years of relevant experience in a similar function.

You have knowledge about accounting principles and are eager to learn more. SAP knowledge is an asset.

Your abilities

- You have strong analytical skills.
- You are open minded and have a hands-on mentality.
- You are a real team player and have a positive can-do attitude.
- You are flexible and able to work with deadlines.
- You are well organized, rigorous, eager to learn and autonomous
- You empower people, look for alignment, teamwork, priority setting, trust, open communication
- You speak and write fluently Dutch and English. Other languages are an asset.
- You have knowledge of SAP Business One, Excel and Outlook.

For more information about our company, please visit www.alterpharmagroup.be. Motivation letter and CV can be sent to recruitment@alterpharma.be.