



Based in Alzenau, near Frankfurt in Germany, Hyundai Motorsport GmbH is responsible for Hyundai's global motorsport activities and primarily for its World Rally Championship program. In parallel to its title winning WRC campaign, Hyundai Motorsport's Customer Racing department was created with the aim of enhancing Hyundai's motorsport image around the world with the Hyundai i20 R5 rally car and the Hyundai i30 N TCR for circuit racing.

## We are now hiring an **Accounting Assistant**



### **Main tasks**

- Support duties related to accounts payable and accounts receivable functions
- In charge of asset accounting (fixed asset and inventory asset)
- Enter financial transactions into internal databases
- Reconcile invoices and identify discrepancies
- Maintain digital and physical financial records
- Management of sales recognition and closing of production cost
- Assistance of other accounting and finance tasks
- Check spreadsheets for accuracy
- Issue invoices to customers and external partners, as needed

### **Qualifications**

- Bachelor's degree in Accounting, Finance or similar education in relevant field
- Work experience as an Accounting Assistant or Accounting Clerk
- Knowledge of basic bookkeeping procedures
- Hands-on experience with MS Excel and accounting software
- Very good knowledge of SAP
- Good math skills and the ability to spot numerical errors
- Good communication skills in English and German are essential
- Ability to handle sensitive, confidential information

Application to **[Jobs@hyundai-ms.com](mailto:Jobs@hyundai-ms.com)**

Further information about Hyundai Motorsport : [motorsport.hyundai.com](http://motorsport.hyundai.com)  
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