

CBmed is a globally strong growing research company for biomarker research in medicine with its headquarter in Graz. CBmed links excellent research infrastructure, scientific expertise, medical knowledge, national and international industry partners for systematic medical biomarker research. Business language is English.

Do you want to be part of a dynamic team?

Apply now as:

Financial Accountant(f/m/d) 40 hours

Tasks:

- Responsible for Tax accounting, VAT returns, recapitulative statements, bank transfers of invoices and salaries, and various other evaluations required for annual reports to finance agencies
- Providing administrative support for Head of Finance activities
- Key coordinator for the time and performance recordings of all employees
- Preparing presentations for internal and external meetings including travel coordination and organization
- Support in the creation of yearly reports to funding agencies and stakeholders

Skills and Abilities:

- Successfully finished commercial academy with background in accounting (HAK/HLW or equivalent)
- At least 3 years of relevant professional experience as an accountant
- Experience with CRM tools, preferably BMD (particularly with financial accounting, time and performance recording, and HR relevant topics)
- Hands-on working mentality with sound organizational, multi-tasking, and problem-solving skills
- Advanced spoken and written German and English with good verbal and written communication skills
- Proficiency using MS office365 and web conferencing tools

You will have the opportunity to work in an internationally connected company, within a young, dynamic and international team. **We are offering** a (unlimited) permanent contract with a yearly gross salary of 42 000€. Start date: availability from now on

We look forward to meeting you!

CBmed GmbH
CENTER FOR BIOMARKER RESEARCH IN MEDICINE
career@cbmed.at



● ● ● BIOMARKER RESEARCH
● ENABLING APPLIED PRECISION MEDICINE

+43 316 385 28801
Stiftingtalstrasse 5
8010 Graz

