

**SATTLER
OUTDURA**

Sattler AG is one of the leading companies for outdoor fabrics with four production facilities and nine subsidiaries worldwide. Sattler AG employs over 650 people around the world and is the design leader in many outdoor applications.

Our operation has been growing continuously and we are looking for team members that want to grow with us. For our location in Hudson NC we are looking for

TEST-JOB SATTLER OUTDURA (INCL. SUB)

Department: Finance & Accounting

Job-ID: 1457369

Essential Duties and Responsibilities:

- Daily Reconciliation of Bank Accounts in SAP, approve ACH and Wire payments
- Daily check runs and ACH transfers, receive payments from customers, remote deposit
- Assist customers with credits, coordinate with Customer Service team on refunds
- File Sales and Use Tax
- Process Customer Credit Cards, Reconcile Monthly Credit Card Charges
- Assist CFO with Month End Closing Activities and Analysis if needed
- Assist the Controller with Journal Entries
- Fully Responsibility for properly applying incoming customer payments daily
- Credit Approvals and monitoring of credit limits of Customers
- Full Responsibility for Customer Collections with assistance from CFO
- Communication with customer service, sales team regarding credit issues
- Block and unblock customers in the system for deliveries based on payments
- Run bi-weekly Dunning for customers, send regular reminder emails to overdue accounts
- Run Credit Management System for customers with our head office in Graz to ensure credit lines for customers are sufficient
- Enter and or reverse bad debt bookings
- Deal with domestic as well as International customers
- Set up new customers in the system
- Handle monthly financial reports for Management meetings with Controller, report to the Controller and CFO for daily updates
- Enter invoices and make Vendor Payments

Your Qualifications:

- Bachelor Degree in Finance, Accounting preferred – minimum of 2-year degree required or equivalent Job Experience, or come to us under an apprenticeship program starting in the fall.
- Detail Oriented, able to meet deadlines in a timely manner
- Ability to work independently and follow up on projects
- Excellent written and verbal communication skills
- Accounts Receivable & Accounts Payables experience
- Willingness to communicate with customers via email/phone
- Excellent team player, communicates well across Departments
- Strong computer skills – Excel, Word, SAP experience. SAP or similar system experience such as Oracle or HANA is required.

What we offer:

- Benefits from day 1 of hire (Medical, Vision, Dental, 401K, Flex acct., HSA, Tuition help and more)
- Paid time off & paid holidays
- Flexible work schedule
- Interesting work with assigned projects
- The ability to grow and develop within the company through cross training
- Training sessions internal and external, online learning portal
- A great team to work with and a company that cares about their employees
- Salary based on experience with possibilities for Bonus

Please send your resume to our HR Department

Shannon Bullard@sattler.com

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thinking highTEX – creating membrane solutions

Sattler Corporation, the US subsidiary of Sattler AG in Graz/Austria, is head-quartered in Hudson, North Carolina. Featuring the Outdura® and Sattler fabric brands, our company manufactures solution-dyed acrylic fabrics which are used in indoor and outdoor applications including furniture, awnings, boat covers, umbrellas and more.