Looking for employees in Accounting department (AP Controller) for Dubrovnik office

Join our growing and dynamic team!

We believe associates are #1 and we're looking for passionate, experienced and motivated individuals.

We offer a competitive salary and superior benefits!

Position Responsibilities:

- Completing payments and controlling expenses by receiving, processing, verifying, and reconciling invoices
- Reviewing and processing optional tour sales and costs
- Maintaining professional communication with vendors and regional offices
- Reconciling monthly reports and doing accruals analysis
- Accomplishing accounting and organization mission by completing related tasks as needed
- Other tasks as per Supervisor's instructions

Position Requirements and Qualifications:

- Advanced experience with Microsoft Office (Excel)
- English language
- Ability to organize and prioritize
- Attention to detail and accuracy
- Ability to meet deadlines
- Communication skills
- Team work, thriving in change, risk taking

Accounts payable experience is an advantage

Please submit your application by April 01, 2017 to:

Rea Radelj
rradelj@oattravel.com

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