



Grand Circle Corporation specializes in vacations of international discovery for Americans age 50 and older. The company has served more than 1.5 million travelers since 1958. Grand Circle is headquartered in Boston, Massachusetts and has more than 30 regional offices worldwide (www.gct.com)

We are currently looking for:

Accounts Payable Controller in Dubrovnik office

Position Responsibilities:

- Completing payments and controlling expenses by receiving, processing, verifying, and reconciling invoices and other forms
- Maintaining professional communication with vendors and internal colleagues
- Reconciling and analyzing monthly reports
- Accomplishing accounting and organization mission by completing related tasks as needed
- Other tasks as per Supervisor's instructions

Position Requirements and Qualifications:

- English language
- Microsoft Excel experience is a plus
- Willingness to learn in the fast paced environment
- Good communication skills

Join our ever growing and dynamic team – we are looking for passionate, experienced and motivated individuals. We offer competitive salary, superb benefits and opportunity for growth!

Please submit your application by November 20, 2018 to Rea Radelj @ rradelj@oattravel.com

By applying to this ad you will give the Grand Circle your consent for processing your data in recruitment process. The data collected in process of recruitment is in accordance with the policy of keeping personal data of the Grand Circle and without your express consent cannot be used in any other purposes. If you have any queries or complaints please contact us at the email address gdprinfo@oattravel.com