





Start at Consilio Consulting Bulgaria EOOD as soon as possible

Financial Accountant Travel & Expense Accounting (m/f/d)

Sofia (Bulgaria)

As part of our Finance team, you will play a key role in managing and accounting for travel expenses. You will ensure that all travel expense transactions are processed accurately, compliantly, and with full transparency.

Your Responsiblities

- Reviewing, processing, and posting travel expense claims in accordance with internal policies and applicable tax regulations, including the handling of special cases and the correct accounting treatment
- Verifying submitted receipts for completeness, accuracy, and tax compliance while ensuring audit-ready documentation
- Responding to inquiries from employees and internal departments regarding expense claims, company policies, and individual cases, while supporting compliance with internal guidelines
- Maintaining, preparing, and analyzing travel expense and accounting data in order to provide reliable information for reporting and decision-making
- Supporting the analysis, optimization, and continuous improvement of travel expense processes with a focus on efficiency, quality, and compliance

Your Profile

- Successfully completed commercial training, a degree in Business Administration, Accounting, Finance, or a comparable qualification
- Several years of professional experience in accounting, ideally with a focus on travel expense accounting and the application of tax regulations
- Proficiency in Microsoft Office, particularly Excel, for the structured processing, analysis, and evaluation of data
- Experience with SAP and HR Works is an advantage, particularly in supporting travel expense and accounting processes
- Fluent German language skills (C1/C2) and very good written and spoken English skills

Please submit your application documents in either German or English.

Your Benefits

CONSILIO offers companies excellent consulting services in the digitalization and automation of company-wide business processes. Our consultants combine process-oriented and functional technical SAP application know-how with the aim of improving the competitiveness of companies through the effective and efficient use of standard software. Well-known national and international companies place their trust in us and build on our many years of experience, competence and innovative strength. Because we understand them.

Questions?

Your contact

Theresa Täubrich
Talent Acquisition Specialist

Apply now

