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# Example of AR Accountant Job Description

Our company is growing rapidly and is hiring for an AR accountant. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for AR accountant

* Create new pricing conditions in SAP
* Transfer of activity reports to workflow
* Verify of data populated from SAP to workflow
* Confirm sales invoice distribution status
* Manual sales invoice issue - travel expenses
* Print out sales invoices and sending them out directly to Customers
* Create/change invoice plans for maintenance licenses
* Accruals postings/reversal - subcontractor's costs
* Confirm sub-contractors & intermediary company invoices
* Prepare documentation for weekly Telco's

## Qualifications for AR accountant

* Intermediate experience working with Microsoft Word and Excel
* Very good command of Hungarian and good command of English
* Working knowledge of MS Office packages
* Good understanding of SAP would be an asset
* Issue irregular invoices for fix-price projects
* Fluent Korean in both written and spoken