

Example of AP Associate Job Description

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Our innovative and growing company is searching for experienced candidates for the position of AP associate. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for AP associate

- Process customer refund payments in SAP
- Coordinate with internal external stakeholders to ensure local, global and legal requirements are met
- Identify suppliers that can provide best quality items/services at lowest total cost of ownership
- Ensure robust pipeline of CIP's and inflation mitigation strategies
- Ensure updated global sourcing strategies exist for key commodities
- Execute annual business plan as per design in collaboration with finance, global category team and regional source
- Drive corporate initiatives within organization
- Build robust business continuity plans for all strategic materials exist
- Act as primary point of contact for Asia Pacific Chemicals category for both internal and external partners
- Manage performance and development of direct reports

Qualifications for AP associate

- University degree or equivalent (Computer Science, Computer Engineering, Information Technology, Information Systems or similar)
- Accounts Payable (AP) Experience Full Cycle
- General Ledger (GL) Experience
- Reconciliation Experience (Bank/GL)

