

## Accounting Intern - Remote

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Company: HUBTEK

Location: Medellín

Category: office-and-administrative-support

Hubtek is a company that believes in young talent and seeks to support the development of its employees on a personal and professional level through learning experiences and growth opportunities. We support companies through our Talent, Technology, and Training services.

We have been impacting the world since 2018 and we want to keep pushing ourselves to become the brightest minds in our field and better serve our customers.

Our modern offices are pet-friendly and we provide different amenities such as casual attire, and free beverages. Our benefits include a health plan, gym membership, well-being platform, digital gift cards, or home medical services.

As a **Accounting Intern**, you will have the objective of supporting the wellness team, their processes and events.

Some of your responsibilities are but are not limited to:

- Review, organize, and classify records in the accounting system.

- Record monthly provisions, payroll, payments to suppliers, asset information, etc

- Perform bank reconciliation, verifying the transactions recorded in the company's bank accounts against the information in the accounting system.

- Conduct financial closings and analysis.

- Support in addressing internal and third-party requirements assigned.

Prepare information for the corporation's accounting and financial statements.

Conduct expense analysis.

Carry out budgetary control and analysis.

## **REQUISITOS MÍNIMOS**

### **What would help you succeed:**

Be a fast learner.

Creative thinking.

Ability to follow methods and standard procedures

Self-motivated.

### **Minimum Requirements:**

Be authorized by the university to start your internship period.

Be a Accounting and Finance Student

Language: Advanced English skills. (B1)

### **Perks :**

Schedule: Monday to Friday from 8 am to 5 pm.

Contract: Fixed term contract + Benefits.

Remote - This internship will start on 2024-2

Salary: 1.462.000 cop

**Would you like to be part of a company that belongs to the 100 tech companies recognized by Freight Waves in the supply chain industry in the United States?**

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