

Start your career as a Junior Finance Analyst and support key invoice processing and payment workflows. Put your analytical skills into practice and develop your professional competencies in an international environment.

Junior Finance Analyst

Nr ref.: 252/9/2026/AK/270496/jobs.pl Kraków (małopolskie)

What you can expect from us?

- work in an international and well-known tobacco company
- salary: 6,000 PLN gross per month
- benefit system (OK system, Medical package)
- funding for the canteen - 270 PLN monthly
- flexible working hours
- **temporary** contract, with possibility of extension
- hybrid work (office in Cracow, Czyżyny)

Employment agency entry number 47

this job offer is intended for people over 18 years of age

What will your tasks involve?

- accurate and timely input and processing of invoices
- monitoring the flow of invoice approvals and ensuring their timely payment
- checking invoice compliance and making necessary corrections to ensure timely payment

What we expect from you?

- higher education (or final-year student status) - preferred fields include Economics (e.g., Accounting) or Sciences (e.g., Mathematics)
- English (level B2, spoken and written)
- analytical thinking
- teamwork and ability to work under pressure
- proficiency in MS Office (especially Excel) is a plus
- SAP knowledge will be an additional asset