



Infosys BPO Poland is one of the biggest players in the outsourcing market, offering advanced and innovative services to its clients worldwide in the field of Finance and Accounting, Purchasing, IT and Consultancy. We are among the largest employers in the Lodz region and employ 2000 specialists that provide services to clients in 48 countries.

Currently we are looking for the candidate for the position of:

Order to Cash Specialist with French

Location: Lodz, Poland

Key responsibilities:

- Transition of high end processes in area of Order to Cash from one of client's location to Infosys in Lodz
- Active monitoring of aged receivables in search for items to be collected from customers
- Proactive collection to ensure timely payments from customers
- Making business to business collection calls and negotiating with customers on overdue invoices
- Customers' queries resolution
- Ownership for customers' accounts maintenance in accounting system
- Contact with customers for payment details
- Credit assessment and blocked order release
- Building positive relations with international customers

Requirements:

- Fluent command of English and French
- Excellent communication skills
- Assertiveness and negotiation skills
- High level of pro-activeness and independency
- Assertiveness and negotiation skills
- Customer orientation
- Strong result orientation & ability to set up own goals/priorities
- Sense of ownership

- Stress resistance.
- Work discipline
- Experience in Business to Business Collection, Call Center or Credit Controlling would be an asset

We offer to the candidates:

- Career in the multinational company
- Unique opportunity to take part in international projects and gain experience with various businesses
- External and internal trainings programme
- Salary adequate to your competencies
- Set of social packages to choose from

If you are interested in our offer, would like to develop your professional career in Infosys BPO Poland, please do not hesitate to send us your resume to:

rekrutacja_lodz@infosys.com

Only applications with the below enclosure will be accepted:

I declare my consent for the processing by Infosys BPO Poland Sp. z o.o. seated in Lodz (91-402 Łódź, ul. Pomorska 106A) and by Infosys BPO group of my personal data included in the application form and documentation connected with the Infosys BPO job offer in compliance with the Polish Law on the protection of personal data: Ustawa z dnia 29.08.1997 r o ochronie danych osobowych (t.j. Dz. U. z 2002 r. nr 101 poz. 926 ze zm.)). I also declare my consent for Infosys BPO Poland Sp. z o.o. seated in Lodz (91-402 Łódź, ul. Pomorska 106A) to entrust processing of my personal data to third persons in compliance with the Polish Law on the protection of personal data: Ustawa z dnia 29.08.1997 r o ochronie danych osobowych (t.j. Dz. U. z 2002 r. nr 101 poz. 926 ze zm.) for the purpose of current or possibly future recruitment organized by Infosys BPO Poland Sp. z o.o. seated in Lodz and Infosys BPO group. I hereby make this declaration voluntary and I state that I was informed about my rights under the Polish Law on the protection of personal data: Ustawa z dnia 29 sierpnia 1997 roku o ochronie danych osobowych (t.j. Dz. U. z 2002 r. Nr 101 poz. 926 ze zm.), especially about my right to access to my data and to correct them.