



# FANUC

**FANUC Europe Corporation** is the European Headquarter in Luxembourg. Our 250+ employees provide a full range of services to our 25+ European subsidiaries. This includes European Sales and Service, Technical Support, Supply Chain, Parts and Repairs, as well as Marketing, Human Resources, IT, Compliance, Legal and Administrative Support.

With over 20 different nationalities represented in our HQ, we look forward to having more ambitious, team spirited people joining us, who like to work independently and speak their mind, seeking to continuously improve and maintain our healthy, professional and friendly workplace.

## Internship | Finance and Accounting

Start date: As soon as possible

Duration: 4 to 6 months (can be adapted to student's schedule)

Place of work: FANUC Europe Corporation, Echternach, Luxembourg

Our European Finance team is looking for an intern. We can offer a friendly work environment and exposure to a variety of tasks.

Join our international Finance team and expand your work experience!

### **Your responsibilities will include:**

- Support accounts receivable, payable and reconciliation of bank statements
- Recording of operating expenses and bank statements
- Preparation of payment batches
- Participate in the monthly financial closing process
- General support with ad-hoc requests from our offices across Europe

### **Your profile:**

- Currently studying Accounting or similar subjects
- Working knowledge and good understanding of general accounting functions is an asset
- Proficient in Microsoft Office applications
- Good organizational and time management skills
- Good interpersonal skills
- Friendly, professional and supportive approach with international colleagues and internal customers
- Work proficiency in English

**Please submit a cover letter together with your CV, outlining your interest in this internship, when you would be available to start and potential requirements from your university.**

*Please note that we are located in the Industrial Zone in Echternach. It is thus highly recommended that applicants have personal vehicle as public transport options are limited.*