

NBS Cash Collection Specialist

“Passion, Reliability, Improvement, Discipline, Excellence

= PRIDE”

NBS Center: Lisbon, Portugal.

Nestlé Business Excellence (NBE) was been created in 2014 to lead a major transformation in the Nestlé Group, which aims at providing fuel for growth through the optimization of End-to-End (E2E) flows, the delivery of best in class business services and the support to demand focused organizations.

NBE has three goals: To simplify what can be simplified, standardize what can be standardized and share what can be shared at the highest possible level.

Nestlé Global Business Services (NGBS) is, within NBE, the structure that ensures an integrated service delivery model for Centers of Scale and Centers of Competence, and will hence be at the heart of company changes.

Do you want to contribute to the transformation of the function and to success? Are you interested to join a highly dynamic team passionate by the development of world class business services?

For our NBS Order to Cash Department, located within Nestlé Business Service (NBS) Center, Lisbon, Portugal, we are currently looking for a: **Cash Collection Specialist**

Key responsibilities:

- Manage customer/account queries to ensure sales ledger balances are clean on customer account;
- Successful management of due and overdue balances on customer account, maximizing On Time Payment for all Customers;
- Notify Markets of uncollectable debt risks & mitigate where possible;
- Collection activities based on Market Collection Strategy;
- Respond to incoming collection concerns from the customer and internal stakeholders;
- Focus on Customer Service, ensuring good communication levels to identify and resolve problems on customer's accounts, which could ultimately impact Sales and Working Capital of the business;
- Analyse and check KPIs on quality of services provided and present during DORs;
- Participate in KPIs trends (SLAs), root cause analysis of mistakes/errors and problem solving;
- Execute identified business and internal controls of Collections processes;
- Review and propose updates, through company, to the Standard Routines due to legal or process changes.

Education and experience:

- Degree in Accounting, Finance, Economics or similar;
- Proficiency in English and French;
- 1 - 3 years of experience in Cash Collection;
- Prior working in SSC environment an advantage;
- Strong computer skills, including Microsoft Office applications (Word, PowerPoint, Excel) and SAP is a plus;
- Strong problem solving and analytical skills;
- High Customer Service skills;
- Able to propose and implement improvements in procedures.

Send your CV to NBSLisbon.recruitment@pt.nestle.com

Show us that you have excellent organization skills and follow-up skills, details oriented, that you are able to deliver results under tight timelines. You need to live and model the Nestlé Leadership Behaviors, be adaptable and open-minded, have respect for Standards, be decisive, be comfortable with ambiguity, emphatic and good interpersonal skills.

For further insight on our culture, values and principles, please read our Nestlé Corporate Business Principles on www.nestle.com

The Nestlé Group is the World's leading Nutrition, Health and Wellness Company with 89,5 billion Swiss Francs in sales in 2016, more than 328,000 employees worldwide and 418 factories in more than 86 countries. We offer an attractive and dynamic international working environment with constant opportunities for development, reflecting our conviction that people are our most important asset. Learn more about our Group and reasons to join us on www.nestle.com.