

# Internship in Siemens GBS CEE – Finance and charging – *please apply [HERE](#)*

## ABOUT MANAGER

### Ashwin Hemdev

Global Mobility Management Team Lead

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## ABOUT COMPANY

- We are Global Mobility Management Team at Siemens. We handle international relocation of our employees and their families worldwide.
- Our passionate team of over 320 employees operating everywhere from Antarctica to Zimbabwe. Siemens Global Mobility Management brings our people to the right place at the right time.

## JOB, TASKS

- Revision and support on International IntraCompany Recharging of assignment costs.
- Finance and budget information and preparation for our Czech Republic location. Prepare forecast of Delegation costs
- Revision and process improvement of countries Purchase Order landscape and processing for local vendor and local invoice
- Payment process description for countries with Local Vendor set up, with contact information, roles and responsibilities.
- We expect to accomplish making our processes more efficient, our data more solid and the roles and responsibilities clearly stated in Process Description documents.

## ABOUT STUDENT

- Finance, Economics, Business Management or Accounting Professional.
- Microsoft Office Management advance
- We aim to welcome a highly motivated and curious student. You will exchange with professionals around the globe and will need to be able to convince them on process improvement initiatives. Critical thinking and attention to detail.
- You will be able to add value to an innovative organization, make an impact on a global level and bring efficiency value while learning about different process and country cultures.