



**Job Title: Accounting Intern**

**Location: Koropi (Attiki)** -Commuting to work is available with Company Buses from Doukissis Plakentias metro station

Are you a student and looking to see how all this academic knowledge might be used in corporate life? An Internship in our company offers you the opportunity to test your theoretical knowledge, organizational skills and time-management abilities in real-life situations and obtain insights into the world of Finance and Accounting in the medical technology industry.

**Micrel Medical Devices SA** ([www.micrelmed.com](http://www.micrelmed.com)) is a dynamic medical technology company, with global commercial presence, which is designing, manufacturing and marketing "smart drug delivery systems." The company offers a full range of ambulatory infusion pumps and related disposables for a broad array of hospital and home-based patient treatments, such as Chemotherapy, Clinical Nutrition, Pain Management, Immunotherapy, Parkinson's etc. The company is currently commercially active, directly or through distributors, in more than 50 countries around the world, mainly in Europe, Middle East and Asia.

**Micrel Medical Devices SA** is currently looking for an Accounting Intern to support our Accounting department's daily activities as the below:

- Assist with all day to day accounting entries in the company's ERP system
- Monitor receivables/payables and connect with customers and suppliers as needed
- Prepare reports and analyses for senior management e.g. cost analysis for products
- Support the accounting team in external audits
- Contribute to any other ad hoc accounting work as requested

We are looking for people with

- Strong hands-on approach and can-do attitude
- Detail oriented, team spirit and strong confidentiality skills
- Experience with MS Office, especially MS Excel
- Excellent communication skills and good knowledge of the English language are required, other languages strongly preferred
- Studies in Accounting, Finance, Economics, Business Administration or related field

If you are interested, please send your CV at [careers@micrelmed.com](mailto:careers@micrelmed.com), including the job title in the subject.

**Micrel Medical Devices SA**

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