

Junior Accountant

Ecorys is a leading international research and consultancy company addressing society's key challenges. We combine our deep knowledge of the societal challenges and our extensive skills and expertise to make genuine sustainable change happen.

We offer the full policy cycle to our clients who are decision makers in the public and third sectors. We *advise* on the options and consequences of change options. We *support* clients to implement and communicate change and manage the consequences.

Ecorys is a company with strong European roots and international presence. With own offices in 10 countries, we employ over 600 people working alongside external experts and associates in about 200 locations throughout the world.

The Role:

We are seeking a **junior accountant** with 1-2 years of experience in a similar role within a mid-sized international company to join our Finance team in Brussels. The ideal candidate will have a passion for diverse accounting tasks, enjoying a mix of transactional work including posting invoices, bank statements, etc.

The day-to-day tasks of the role will include but are not limited to:

- Preparation and Processing of non project related AR invoicing
- Follow up and collection of non project related AR invoicing (recharge bills to other entities)
- Setup new supplier accounts and maintain data held in existing supplier accounts
- Preparation and Processing of non project related AP invoicing
- Preparation of all outgoing payments
- Booking of bank statements +Bank Reporting
- Booking of salaries, including related accruals
- Involvement in internal and external audits
- Full ownership and management of the finance team email inboxes. This includes responding to and the resolution of general business queries and requests
- Reconciliation of B/S Accounts
- Activities around travel and business expenses for ECBXL, platforms Pleo and Travel Perk
- Take on other reasonable duties as agreed with the manager

You will be a quick learner who can work **accurately and autonomously**. The ideal candidate will be detail-oriented, capable of open and **transparent communication**, and a **team player** who is eager to learn.

You will have:

- 1 - 2 year experience, previous experience working in finance function OR technically accounting background without experience
- Languages- English and French or Dutch preferably (not a must). Preference for Dutch
- Advanced Excel skills

Ecorys offers its employees a professional, stimulating, and learning environment with ample opportunities for development. You will work in a multicultural environment alongside a supportive team atmosphere.

The role offers a competitive remuneration package and attractive benefits. Our package includes, among other things, a homeworking allowance, meal vouchers, private health, dental, and hospitalization allowances, a collective bonus, reimbursement for home internet and mobile phone devices and subscriptions.

You will enjoy a good work-life balance and take advantage of our hybrid work policy, which allows for **remote work up to 2 days per week**.

We encourage interested and qualified candidates to submit their CV and a 1-page cover letter in English via our online application form by 5pm Monday 26th May 2025.

If you would like to find out more about this opportunity and our company, please visit our website: <https://www.ecorys.com>