

Business Telecommunications Services is an ICT sector company with over 25 years of experience, specializing in the development and management of complex and innovative projects in the global market, with a presence in several countries.

As part of our international expansion, we are looking to incorporate a new team member at our **Zaragoza** headquarters to join and support the **Finance Department**. The position offers an initial training period, with the prospect of long-term employment and professional development within the company.

PAID INTERNSHIP OPPORTUNITY – FINANCE DEPARTMENT

Junior Finance Assistant

Would you like to start your professional career in a leading technology company in the telecommunications sector? We are looking for an intern to join our Finance Department in an international, dynamic, and fast-growing environment.

What do we offer?

- Paid internship with the possibility of continued employment based on performance.
- Integration into a high-tech company, a leader in the telecommunications sector, with strong international growth and prospects.
- Hands-on training in a young, dynamic, and constantly evolving environment.
- Ongoing support and mentoring during the training period.

Position description:

The selected candidate will be trained in the international telecommunications sector and will collaborate with our Finance Department, supporting administrative, accounting, and financial control tasks, actively participating in the daily operations of the area.

Initial tasks will include:

- Support in posting supplier and customer invoices.
- Bank reconciliations.
- Support in managing collections and payments (follow-up via email).
- Review of accounting documents.
- Assistance in preparing monthly financial reports.
- Filing and document management.
- Other administrative tasks related to the department.

Additionally:

- Resolving issues with national and international supplier invoices via email.
- Analyzing, interpreting, and understanding sales and cost report results.
- Interaction with the technical, legal, and commercial departments.
- Reporting and market research on international voice traffic.

Profile we are looking for:

- Responsible, proactive individual eager to learn.
- Strong motivation for teamwork and interest in the financial-accounting field.
- Degree in Economics, Business Administration, Finance, or higher vocational training in Accounting and Finance.
- High level of English.
- Proficiency in Excel and office tools.
- Knowledge of data analysis is a plus.

- Proactivity, organization, and attention to detail.
- Analytical and logical thinking.
- Creativity, agility, and initiative.

Location: C/Josefa Amar y Borbón, 10, 3ª Planta, 50001, Zaragoza.

Visit our website: www.bts.io

Send your CV to: recursos_humanos@bts.io