

EMEA Collection Specialist with German language

Overview

Keysight is on the forefront of technology innovation, delivering breakthroughs and trusted insights in electronic design, simulation, prototyping, test, manufacturing, and optimization. Our ~15,000 employees create world-class solutions in communications, 5G, automotive, energy, quantum, aerospace, defense, and semiconductor markets for customers in over 100 countries. Learn more [about what we do](#).

Our powerful, [award-winning](#) culture embraces a bold vision of where technology can take us and a passion for tackling challenging problems with industry-first solutions. [Diversity, equity & inclusion](#) are integral parts of our culture and drivers of innovation at Keysight. We believe that when people feel a sense of belonging, they can be more creative, innovative, and thrive at all points in their careers.

Responsibilities

Responsible for end-to-end quote to cash administrative tasks to support the collections process. Implements credit approval decisions on new accounts.

- Resolves, collects, and manages past due accounts and outstanding invoices.
- Monitors processes and the effectiveness of business controls and recommends improvements.
- Ensures proper control, recording and classification of transactions.
- Uses accounting and financial systems and tools to input data, generate reports, conduct specialized research projects and respond to inquiries.
- Interfaces with sales support, customer service and accounts receivable to reconcile accounts.
- Support and driver of innovation projects to improve operational efficiency.

Qualifications

- The language requirements for this position are **native level German and high level of English**. Additional European languages will be considered a plus
- To be successful in this job you should have a Bachelor's Degree in Business Administration, Economy
- Good Microsoft Office skills especially Excel.
- Experience working in the German speaking market is preferred together with an international background.
- You should feel comfortable talking to customers, working in a finance environment with an emphasis on quality and innovation.

- You should have good problem solving and teamwork skills.
- Experience in customer service is needed; any experience in credit collections is positively valued.
- The candidate should be ready to go the extra mile, able to deal with occasional stress and take on additional responsibilities

What do we offer

- Competitive salary based on experience
- Flexible working hours
- Individual training curriculum and development opportunities
- Lunch vouchers
- Private health insurance
- Childcare allowance
- Gym Funding
- Keysight Results Bonus
- Stock Purchase Plan
- Life insurance
- 24 days' vacation plus bank holidays