

Invoicing & Reporting Specialist

We're looking for an Invoicing & Reporting Specialist to help shape the future of business messaging at LINK Mobility - Europe's leading mobile messaging and CPaaS provider.

At LINK, we power communication that keeps everyday life moving. From flight check-ins and delivery alerts to SMS authentication, WhatsApp support messages, and mobile coupons - chances are you've already interacted with our technology without even knowing it. We help businesses engage and delight customers through scalable, end-to-end communication solutions.

This is an exciting moment to join LINK. The mobile communications industry is evolving fast, and we're expanding our award-winning CPaaS offerings to match the pace of innovation.

ABOUT THE ROLE

You will join the Finance Team and report to the Finance Director Central Europe.

The main focus of this role will be the management of invoicing and related accounting activities for one of our largest customers. You will be responsible for ensuring that invoices, customer-specific adjustments, reconciliations, and supporting financial data are accurate and completed on time.

Alongside these core invoicing responsibilities, you will also support financial reporting activities and contribute to the development and maintenance of Power BI dashboards.

This is a hands-on role suited to someone who is comfortable managing detailed invoicing processes, working with complex financial data, and collaborating with stakeholders across an international organisation.

KEY RESPONSIBILITIES

- Manage accounting activities related to one of our biggest customers and invoice processing, ensuring accuracy and timely completion.
- Perform customer-specific manual accounting adjustments, customisations, and reconciliations.
- Develop, maintain, and continuously improve Power BI dashboards and financial reports.
- Deliver clear and reliable financial insights to support decision-making across the Central Europe region.
- Support financial analysis and reporting activities in line with Group Finance requirements.
- Collaborate with Finance and cross-functional stakeholders to improve reporting processes and data quality.
- Identify opportunities to streamline manual activities and increase reporting efficiency.

REQUIRED EXPERIENCE AND SKILLS

- Previous experience in accounting, finance operations, financial reporting, or a similar role.
- Advanced knowledge of Polish - absolute must-have!**
- Practical experience with invoice processing, reconciliations, and financial data management.
- Good analytical skills and strong attention to detail.
- Confidence working with large datasets and identifying inconsistencies or reporting issues.
- Business-level proficiency in English.
- Ability to work independently while collaborating effectively within an international team.

ADDITIONAL ASSETS

It would be an advantage if you:

- Have experience using Power BI and developing dashboards or reports.
- Have knowledge of data modelling, reporting automation, or advanced Excel.
- Have experience working in an international or multi-country Finance organisation.
- Speak German.
- Are comfortable translating financial data into clear and practical insights.

WE OFFER:

- Hybrid work model;
- Co-financed Medcover care;
- Co-financed private life-insurance;
- Co-financed MultiSport card;
- Extra day off on your birthday;
- Team building events;
- Extra fee from employer for retirement program (PPK);
- Employee Referral Program;
- Summer bonus;
- Fruits in the office;
- Lunch days: Mondays & Wednesdays;
- Free parking (cars & bikes).

WHY JOIN LINK

- A fast-moving, international environment with high autonomy and trust
- Real growth opportunities, mentorship, and learning support
- The chance to work on products used by millions across Europe

Want to know more about our company culture? Check out our EVP:

Employee Value Proposition