

We are looking  
for perfect hosts.



Uniworld owns and operates a fleet of thirteen intimate, boutique river cruise ships on the European waterways which cater exclusively to English-speaking clients. To support our Controlling Team in the Rheinfelden operations office, Switzerland, we are looking for an experienced and dedicated professional in the role of:

### **Accounts Payable Accountant / Controlling Coordinator (100%)**

The Controlling Department is primarily focused on the control, approval and allocation, as well as the reporting of Program Services and Food & Beverage data. The main function of this position is to ensure the accurate verification and recording of incoming invoices and the onboard cash transactions for all company owned and chartered ships. The coordination of a frictionless process between the vendors, the ship and the office counts among the competences as well as the assessment of the controlled data in a small team.

#### **Your responsibilities will include**

- Checking and verification of Food & Beverage and Program Services invoices
- Maintaining and updating the PO system (MarineXchange MXP)
- Performance of month-end closings and cost control analysis
- Processing and controlling of onboard cash transactions
- Tour cost controlling and reporting
- Reconciliation of financial and controlling data
- Being point of contact for vendor inquiries and second level ship support

#### **You**

- Have a flair for numbers and analytical thinking
- Are an organised and proactive team player that works autonomously
- Have accurate and conscientious working skills in an ambitious environment
- Have excellent organizational & strong IT (MS Office, Excel) skills
- Are able to communicate and conduct business in English and German
- Gained already some experience in Controlling/Accounting, preferable in combination with river cruise experience
- Like challenges and are not afraid of high expectations and standards
- Are a citizen of Switzerland or have a working permit valid in Switzerland
- Want to become part of The Best!

#### **We**

- Are a company with strong values. We are committed to our responsibilities
- Take your career seriously and provide on-going opportunities
- Are looking for **You!**

Please apply online [here](#) or scan the QR code

