



CERTIFER is a French company founded in 1997. We are specialised in railway testing, inspection and certification (CERTIFER) on the one hand, and engineering, consultancy and advisory services on the other hand (CERTIFER Solutions). With more than 420 employees and 27 locations worldwide, CERTIFER is present throughout Europe, as well as in China, Turkey, Brazil, Australia, Canada and in the Middle East.

CERTIFER main services include safety assessment as ISA (Independent Safety Assessment) and AsBo (Assessment Body) and conformity assessments as NoBo (Notified Body) and DeBo (Designated Body).

At CERTIFER, we are global leaders in the railway sector, delivering cutting-edge independent safety assessment, independent certification, systems engineering and safety assurance services across the rail industry. With a commitment to excellence, we work with major transport stakeholders to ensure the highest standards of quality, safety, and risk mitigation in rail networks worldwide.

In the Netherlands, CERTIFER operates from Noord-Scharwoude and Utrecht, employing nearly 100 professionals.

For our office in Utrecht, we are looking for a:

Financial Administrative Employee (32–40 hours per week)

As a Financial Administrative Employee, you are an essential link within our financial administration. You ensure that all financial processes are carried out accurately, on time and in full. You work closely with colleagues from the finance department, both locally and in France, as well as with other departments within the organization. In doing so, you actively contribute to reliable and transparent financial reporting.

What will you do?

- ✓ Manage project administration and support the project manager
- ✓ Process purchase and sales invoices and manage accounts payable and receivable
- ✓ Proactively monitor bank transactions and payment terms, make arrangements and resolve payment arrears
- ✓ Identify discrepancies, propose improvements and optimize processes
- ✓ Assist with monthly and annual closings, audits and internal controls
- ✓ As a professional, you answer colleagues' questions and act as a point of contact for third parties (banks, auditors, government bodies and external partners)

What do you bring?

- ✓ • A completed Bachelor's degree (HBO) in a financial field
- ✓ • Several years of experience in a similar role
- ✓ • Excellent knowledge of Excel; experience with ERP systems, particularly Dynamics, is a plus
- ✓ • Accuracy, sense of responsibility and a proactive attitude
- ✓ • Fluent in English (French is a plus)

What do we offer you?

- ✓ • A varied role within an international organization
- ✓ • Career growth opportunities within the organization
- ✓ • Competitive salary and attractive secondary benefits
- ✓ • Opportunities for training and personal development
- ✓ • A pleasant, professional working environment with engaged colleagues
- ✓ • Flexible working hours and the possibility of hybrid working

Interested?

Are you the Finance Manager we are looking for? Apply via HRM@certifer.eu