

Accountant – Accounts Receivable & Accounts Payable

Location: Comines-Warneton, Belgium

About BTT

BTT is a leading technical textile manufacturer based in Belgium, with 200 employees and a strong presence in geotextiles and agrotextiles.

BTT has a turnover of 30 million euro with an international footprint.

Our company is in full transformation after our ownership change. To strengthen our team, we are looking for committed professionals who contribute to our mission of innovation, quality, and service.

About the Role

We are looking for a dynamic and detail-oriented Finance Officer to join our accounting team. This role covers responsibilities in both Accounts Receivable (AR) and Accounts Payable (AP). Depending on your strengths and experience, your focus may lie more heavily on one area — or you may support both. This is a great opportunity for someone who enjoys working in a broad finance role, with the flexibility to grow further within the organization.

Key Responsibilities

- Verify the formal accuracy of outgoing invoices in line with local legislation, GAAP, and VAT rules
- Post customer invoices and manage credit memo procedures
- Ensure correct VAT treatment for sales transactions
- Manage customer accounts and execute the dunning process
- Reconcile customer open items and clarify payment differences
- Manage factoring processes and coordinate with third parties
- Prepare manual invoices as needed
- Post advance payments in compliance with tax regulations
- Ensure proper document archiving (invoices, delivery notes, export certificates)
- Verify incoming supplier invoices according to legal, GAAP, and VAT rules
- Post incoming invoices and assign to appropriate cost centers or G/L accounts
- Check invoice accuracy against purchase orders, receipts, and agreed prices
- Coordinate resolution of discrepancies with purchasing and vendors

- Control outgoing payments with a focus on anti-fraud measures
- Execute payment runs and monitor due dates
- Clear vendor open items and reconcile consignment stock balances
- Assist with general ledger accounting and closing activities
- Support process improvements in AR/AP workflows
- Collaborate with other departments to ensure smooth financial operations

Your Profile

- Degree in accounting, finance, or equivalent experience
- 3+ years of experience in AR, AP, or a general accounting role
- Familiar with VAT regulations and invoice validation
- Strong attention to detail and a structured, accurate work style
- Good communication skills and a proactive attitude
- Experience with ERP systems is a plus
- Fluent in English; French/Dutch a plus

What We Offer

- A varied position with responsibilities that can be tailored to your strengths
- Room for growth in either AR, AP, or both
- A supportive team and a dynamic, international working environment
- Competitive salary and benefits package
- hybrid