



With your skills, drive and commitment you will shape our future - and together with your team, you will ensure that we continue to advance the digitalization and sustainability of the real estate industry.

Working at ista means rethinking the use of energy and resources. For today. For tomorrow and the day after tomorrow. We find smart solutions for a sustainable future, make complex data transparent and have the courage to flip the switch to change. In our company with a family culture and strong values, 6,150 colleagues in 21 countries make the change to smart devices and digital services in the real estate industry easy. As one of the market leaders, we offer the benefits and security of a corporation and at the same time the open atmosphere of a modern tech company.

With us, your ideas can make a big difference. Apply now at our Abu Dhabi office as:

Billing Specialist

Your tasks:

- Take charge of account management activities for specific projects.
- Provide support and assistance to customers for any queries that may arise and update CRM as required.
- Maintaining the customer database with up-to-date customer records.
- Ensure payment collection is in line with the contractual KPIs of the assigned project and report discrepancies to management as required.
- Prepare weekly and monthly collection reports, reconcile them to collections, and allocate payments.
- Handle special client requests from developers, facilities, and/or property managers.
- Perform other responsibilities as necessary for company needs and as per instructions by management.

Your competencies:

- Completed a degree in accounting, finance, or a related field.
- Have at least three years of practical work experience in accounting or finance.
- Have creative analysis and problem-solving skills.
- Have proficiency in Invoicing and Accounting.
- Bring drive and a hands-on mentality to move and drive topics forward independently.
- Have excellent communication and interpersonal skills.
- Can multitask and prioritize tasks effectively with solid attention to detail and accuracy.

Our offer:

- A dynamic and high-performing team in a strongly growth-oriented business.
- An agile way of working with flat hierarchies.
- A high level of personal and business responsibility.

Our team:

We give you trust and the freedom to move things forward independently.

With us, you can expect open and fair cooperation with room for new ideas and impulses.

Achieve ground-breaking goals together with us.

If you want to make a difference with your experience, this is the right place for you.

We are looking forward to your meaningful application.

Please send your CV or any questions you might have to career.me@ista.com