



Company Details Confidential



#JOB-2467823



Co. Dublin,



No of positions : 1



Paid Position



39 hours per week



36700.00 Euro Annually



07/09/2026



05/10/2026

How to apply

Application Method :

Not available



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Operations and Billing Specialist

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Yuno Limited requires an Operations and Billing Specialist to join the team in Dublin. This role is specific to the utility billing of our heat customers based on metered data collected from our client sites. You will work closely with the various parts of the organisation and report directly to the Operations Manager. You will reconcile and analyse billing and metering data using SQL and Excel to resolve discrepancies and ensure billing accuracy, produce operational reports and dashboards on billing performance, investigate complex billing queries using data from across billing, metering and customer systems, and support the data set-up and validation required to mobilise new contracts.

Salary: €36,700

Working hours: 39 hours per week

Requirements:

- Business/accounting related qualification
- 1-2 years' experience in a similar role
- Proficient in Microsoft Excel (Intermediate/Advanced)
- Comfortable working with SQL and general reporting/data tools
- General data input/management and familiarity with software systems, databases and communication platforms
- Basic accounting/invoicing knowledge
- Utility metering experience desirable but not essential
- Organised, able to plan and prioritise workload, with strong problem-solving skills
- Friendly, calm, professional and positive "can do" manner, comfortable working as part of a team

- **Sector:** electricity, gas, steam and air conditioning supply

Career Level

- Experienced [Non-Managerial]