

Accounts Payable - Purchase Ledger Assistant - Purchase Ledger Clerk

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Location: Newhaven

Category: other-general

Part time Role 20 days holidays + Bank Holidays About Our Client Part Time - Purchase Ledger Assistant / Finance Industry / Retail / in Office Job Description Processing purchase ledger invoices Reconciling purchase ledger to supplier statements Dealing with any accounts queries Filing Producing BACS list The Successful Applicant Part time - Purchase Ledger Assistant / clerk Be able to commute to Newhaven Looking for Part - Time work Resolve Account Queries Liaise between the client and its Sellers What's on Offer 20 days holidays + Bank Holidays Staff Discounts Auto enrolment Pension

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