

Accounts Payable Team Leader

[Apply Now](#)

Company: Page Personnel

Location: Woking

Category: office-and-administrative-support

Excellent Culture and Team

Highly Successful and Recognised Business

About Our Client

Our client a highly successful and recognised business based on the outskirts of Woking, Surrey are currently recruiting for an Accounts Payable Team Leader to join the team. Hybrid working available and due to location its better if you're a driver

Job Description

Reporting into the Financial Controller the Accounts Payable Team Leader will be responsible for:

Responsible for the management of the Accounts Payable function to ensure processes are adhered to, disputed invoices are documented appropriately, and escalation routes are used.

Leading and motivating a team of Accounts Payable professionals to ensure work undertaken is accurate, timely, and efficient along with sustained engagement and motivation.

Responsible for the processing of supplier invoices, resolving supplier queries, reconciling supplier payments, and paying suppliers within agreed payment terms.

Managing the arrangement of payments in line with authorisation limits and sign off.

Managing the payment cycle and optimize cash flow for the organisation.

Developing and maintaining strong supplier relationships, resolving any payment related issues.

Driving an engaged team through objective setting, PDR management, 1:1's, feedback, team meetings; Values and Vision

Collaborating with other departments to ensure financial accuracy and compliance.

Developing and enhancing accounts payable processes and procedures for compliance and efficiency.

To manage and develop the performance of the team to achieve an efficient and effective team.

The Successful Applicant

Experience as an Accounts Payable Team Leader or some kind of Supervisor/ Management is required even if its for one person

Accounts Payable experience is essential

Excellent organisational skills

Ability to prioritise and work to tight deadlines

Motivated, driven and a proactive team player

Good written and oral communication skills

Strong attention to detail

What's on Offer

Salary £30,000 - £38,000

Hybrid Working Pattern 3 days in the office and 2 days from home

35 hour working week - 9.00am 5.00pm

Study Support for an Accountancy Qualification but you don't need to be studying

25 days holiday + 8 days bank holiday

Pension Scheme - Competitive and Contributory

Life Assurance

Great Discounts across the company group

Free Parking and due to location you'd need to drive

[Apply Now](#)

Cross References and Citations:

1. [Accounts Payable Team Leader Searchaustralianjobs Jobs Woking Searchaustralianjobs ↗](#)
2. [Accounts Payable Team Leader Agilejobsnearme Jobs Woking Agilejobsnearme ↗](#)
3. [Accounts Payable Team Leader Seojobs Jobs Woking Seojobs ↗](#)
4. [Accounts Payable Team Leader Londonjobs Jobs Woking Londonjobs ↗](#)
5. [Accounts Payable Team Leader Petroleumjobs Jobs Woking Petroleumjobs ↗](#)
6. [Accounts Payable Team Leader Egyptjobs Jobs Woking Egyptjobs ↗](#)
7. [Accounts Payable Team Leader Personaltrainerjobs Jobs Woking Personaltrainerjobs ↗](#)
8. [Accounts Payable Team Leader Delhijobs Jobs Woking Delhijobs ↗](#)
9. [Accounts Payable Team Leader Enforcementjobs Jobs Woking Enforcementjobs ↗](#)
10. [Accounts Payable Team Leader Bangladeshjobs Jobs Woking Bangladeshjobs ↗](#)
11. [Accounts Payable Team Leader Developerjobs Jobs Woking Developerjobs ↗](#)
12. [Accounts Payable Team Leader Nutritionistjobs Jobs Woking Nutritionistjobs ↗](#)
13. [Accounts Payable Team Leader Seouljobs Jobs Woking Seouljobs ↗](#)
14. [Accounts Payable Team Leader Executivejobsnearme Jobs Woking Executivejobsnearme ↗](#)
15. [Accounts Payable Team Leader Baghdadjobs Jobs Woking Baghdadjobs ↗](#)
16. [Accounts Payable Team Leader Internjobs Jobs Woking Internjobs ↗](#)
17. [Accounts Payable Team Leader Erpjobs Jobs Woking Erpjobs ↗](#)
18. [Accounts Payable Team Leader Findfreelancerjobs Jobs Woking](#)

Findfreelancerjobs ↗

19. **Accounts payable team leader Jobs Woking** ↗
20. **AMP Version of Accounts payable team leader** ↗
21. **Accounts payable team leader Woking Jobs** ↗
22. **Accounts payable team leader Jobs Woking** ↗
23. **Accounts payable team leader Job Search** ↗
24. **Accounts payable team leader Search** ↗
25. **Accounts payable team leader Find Jobs** ↗

Source: <https://uk.expertini.com/jobs/job/accounts-payable-team-leader-woking-page-personnel-6bae32377e/>

Generated on: 2024-05-02 by Expertini.Com