

Credit Controller

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Company: Talent84 LTD

Location: Low Walker

Category: other-general

Credit Controller, Newcastle-upon-Tyne

Salary £25,000 - £30,000 per annum

12 month fixed term contract

Talent84 are delighted to be supporting our dynamic engineering client with their search for a candidate to lead their credit control function on a maternity cover contract. The ideal candidate will be responsible for managing the company's credit control function, ensuring timely payments and minimizing bad debts.

Responsibilities:

- * Monitor customer account details for non-payments, delayed payments, and other irregularities
- * Conduct credit checks on new customers
- * Set up terms and conditions of credit
- * Ensure all invoices are accurately raised and dispatched to customers

- * Reconcile accounts and resolve billing discrepancies
- * Contact customers regarding overdue accounts and determine reasons for non-payment
- * Maintain accurate records of all chasing activity

Requirements:

- * Proven work experience as a Credit Controller or in a similar role
- * Knowledge of accounting software and Microsoft Dynamics
- * Familiarity with accounts payable processes
- * Strong attention to detail and excellent organizational skills
- * Ability to work independently and prioritize tasks effectively

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