

## Credit Controller

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Company: Savills

Location: Manchester

Category: other-general

## Role Overview

The primary function of the role is to control the debtors ledger (on behalf of Investors) in order to clear all arrears and meet internal and external KPI's.

## Key Responsibilities

- Posting daily receipts to tenant ledgers
- Reducing Client current outstanding debtors balances
- Chasing payments via telephone and email (high volume)
- Resolving tenant queries and UAC
- Reconciliations of debtor ledgers
- Attending internal and external arrears meetings

## Key Skills

- Previous Credit Control experience is essential (preferably within Property)
- Excellent communication and organisational skills

Excellent attention to details skills

Strong team player

Recruitment agencies

Savills only pay agency fees where we have a signed agreement in place and that agency has been previously contacted and directed by a member of our recruitment team. We do not pay agency fees when speculative and unsolicited CVs are submitted to Savills or any of our employees other than via our careers website and through our recruitment process. If this is not adhered to, agency fees will not be paid.

Submission of any unsolicited CVs or proposals to Savills will be deemed evidence of full and unlimited acceptance of this approach.

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