

## Finance Officer

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Company: Paul Card Recruitment

Location: Newcastle upon Tyne

Category: other-general

Would you like to be part of an amazing award-winning company, creating amazing memories? Then this could be a role for you.

You will have several years of experience within a busy account's office, processing high-volume transactions. Accuracy and attention to detail are key.

This has come about due to internal promotion and may suit you if you have been a stand-alone accounts payable clerk or an all-around accounts assistant.

You will have experience in high-volume invoice processing, reconciling supplier statements and if you have experience with processing expenses this would be an advantage.

You are committed to protecting the brand, have the ability to manage sensitive and confidential information. You are highly organised and self-motivated with your approach to situations.

You have excellent computer skills, this has been a large part of your previous roles.

In return you will be working in a modern office which has a great feel, a mix of energetic knowledgeable professionals all working as part of a team. Easily accessible, close to great transport links.

You will be looked after here, rewarded with a good staff discount for yourself, friends and family as well as competitive holidays and a discretionary bonus package. You will also benefit from a hybrid working pattern, 3 days in the office and two from home.

If this sounds like the next job you want, please click apply now.

Alternatively, for more information or a confidential conversation, please contact Natalie Marshall at Paul Card Recruitment today.

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