

Interim Accounts Assistant

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Company: IN2 Consult

Location: Didcot

Category: office-and-administrative-support

Interim Accounts Assistant- Interim 6-9 Month Contract- £17-£19 Per hour- Didcot (Hybrid)

Location South East England, Oxfordshire, Didcot (Hybrid)

Job Type: Contract, Full-Time

Primary Industry: Accounting

Secondary Industry Banking and Finance

Salary: £17 - £19 Per hour via Umbrella

Qualifications: AAT, Bank reconciliations, Processing invoices, Sales ledger, Credit Card Reconciliations

Company Branding: High growth Plc with an international reach

Job Duties:

Processing invoices accurately and efficiently

Conducting bank reconciliations to ensure all transactions are accounted for

Maintaining the sales ledger and ensuring timely collection of payments

Handling credit card reconciliations and resolving any discrepancies

Required Qualifications:

AAT qualification or equivalent

Experience in accounts payable or sales ledger

Strong understanding of bank reconciliations

Education:

AAT qualification or equivalent

Experience:

Previous experience in accounts payable or sales ledger role

Knowledge and Skills:

Proficiency in invoice processing and financial record-keeping

Excellent understanding of bank reconciliations

Preferred Qualifications:

Additional qualifications in accounting or finance

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