

## Purchase Ledger Clerk

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Company: Page Personnel

Location: Liverpool

Category: other-general

Hybrid and flexible working Steady and supportive team About Our Client With a UK wide presence and over 50 years of expertise this organisation are looking for a Purchase Ledger Clerk to join the team. A company that are passionate about their people and offer an open and honest environment where your ideas are listened to Job Description As the Purchase Ledger Clerk you will be responsible for: Daily, weekly and monthly processing of invoices Nominal coding and matching to purchase order system Supplier statement reconciliations Matching and coding VAT returns Processing BACS payments The Successful Applicant To be successful as the Purchase Ledger Clerk you will have: Experience in working in a similar all-round purchase ledger position Proven ability to process invoices accurately in a timely manner Competent user of an accounting system alongside Excel What's on Offer Hybrid working Working for a company offering support and guidance with your career Skill progression and development Company pension and benefits scheme AAT study support

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