Invoicing Co-ordinator **North West** **£Excellent**

Our client, a waste management company, is looking to recruit an Invoicing Co-ordinator to join their team based on the outskirts of Liverpool.

Reporting to the Site Manager, you will be raising and reconciling invoices, processing purchase order requisitions, carrying out administration support and data entry.

To be considered, you should have be educated to GCSE level and have previous experience in a similar accounts administrative role.

For further details, please send your CV to rebecca@candovergreen.com quoting **Job Ref: BM1807**

Candover Green Limited, 1B St Cross Road, Winchester, Hampshire, SO23 9JA, U.K.
Tel | 0844 34 47336 email | info@candovergreen.com web | www.candovergreen.com