



Accounts Administrator

North

£18k

(Rising to £20k after successful completion of probation period)

We have an exciting opportunity for an experienced accounting professional to join a start-up business based in the North. Some of your responsibilities will include; daily data entry into Sage, setting up new customers/suppliers within sage, running accounts reports, reconciliations, credit control, reports for VAT quarterly, potential to manage PAYE, Intercompany payments, making supplier payments, P&L report building, cash flow management amongst other duties as required.

In order to be considered for this role you must have strong knowledge of Sage and accounts systems/structures. The ideal candidate will have a positive, 'can do' attitude, experience working within a smaller business is preferred and someone who is driven and has ambition. This is an exciting opportunity to really make your mark on a new, growing business.

For full details, please email a copy of your CV to rebecca@Candovergreen.com **quoting job ref: RB2325**

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