

Vacancy: Credit Controller

Department: Credit Control Department

Summary

Reconomy is the UK's market-leader in outsourced waste management and recycling services and the 2017 Shropshire Business Awards Company of the Year. Our ability to optimise practical and efficient solutions on site is a unique service offering that distinguishes us from our competitors. We put people first, whether they're our employees, shareholders, or customers.

We are looking for individuals who share our people-first philosophy and can help us continually innovate and grow through their insights, innovation and unique talents.

We are currently seeking a driven, enthusiastic Credit Controller who can manage a large ledger effectively. Reporting to the Credit Control Team Leader, you will be responsible for delivering fees recovery performance in line with the percentages agreed.

You will make regular contact, predominately via telephone, to a variety of clients to arrange payment of invoices, ensuring that solid relationships are formed and robust credit control methods are implemented.

Duties:

- Robust coordination of the Credit Control Process
- Contact customers by telephone, email and letter to encourage collection
- Maintain accurate records on follow up and cash collection
- Handle invoice queries and manage dispute process in a timely fashion
- Coordinate with relevant departments on remedial action for overdue amounts
- Attend ad-hoc meetings with customers with a view to resolving disputes and maintaining and enhancing relations
- Management of workflow and customer issues regarding non-payment

Skills and Experience:

- Previous experience or a solid understanding of credit control
- Excellent customer service and telephone ability
- Ability to work to targets
- Accuracy with numbers and analytical mindset
- Experience of working within waste/construction would be an advantage
- Ability to provide timely information and reports for the relevant parties
- Tidy, organised and productive approach to workload

Salary: Attractive, dependent on experience

Contract Type: Permanent or temporary available, full time

Application: To apply for this position, please submit your CV and covering letter (with salary expectations) to Nicole Harris preferably via email – recruitment@reconomy.com

