



Accounts Receivable

Hays • Newcastle Area NSW



Base pay

\$63,000 - \$75,000



Work type

Permanent



Contract type

Not provided

Skills

TIME MANAGEMENT

INVENTORY

MICROSOFT EXCEL

RECONCILIATION

Full job description

Your new company

Join a well known Newcastle company.

Your new role

- Accounts receivable - High Volume
- Bank reconciliation
- EOM Reports
- Analysis
- Inventory
- Credit card and petty cash reconciliations
- Ad-hoc duties as required
- Monday to Friday
- FULL TIME 8:30am - 5pm

What you'll need to succeed

- Intermediate Microsoft excel skills
- Excellent oral and written skills
- The ability to work autonomously and as part of a team
- Strong organisational and time management skills

Job details



Date posted

13 May 2022



Expiring date

13 May 2023



Category

Accounting



Occupation

**Accounts
Receivable/Collections**



Base pay

\$63,000 - \$75,000



Work type

Permanent



Job mode

Standard business hours



Work Authorisation

**Australian citizen /
Permanent resident**

- A high level of accuracy and eye for detail
- Must be an Australian Citizen or have a Visa with no less than 2 years until Expiry
- Must be living in the Newcastle and surrounding area.

What you need to do now

If you're interested in this role, click 'apply now' to forward an up-to-date copy of your CV, or call us now.

If this job isn't quite right for you but you are looking for a new position, please contact us for a confidential discussion on your career.

LHS 297508 #2648513