
Internal Vacancy

Role: Credit Controller

Location: Nottingham, head office

Benefits: Pension, Health cash plan, Life cover

Values – Credit Controller – Materials Handling

At Impact Handling our people are our most valuable asset, we are proud to recruit and train the very best in the forklift industry. Equipping them with the skills and knowledge necessary to ensure that, no matter what our customers' need, they can handle it. Our values are:

- Empowerment
- Integrity
- Pride
- Teamwork
- Respect
- Health and Safety

Position – Credit Controller– Materials Handling

Regularly contact debtors on allocated ledgers to ensure that payment is received promptly. Maintain own ledger to include - Chasing customers for overdue payments by telephone letter and email. Dealing with any queries that arise whether by telephone post or email. Be proactive in monitoring credit limits. Ensuring communication with Manager, Management, Salesman, and Depot.

Skills and Experience – Credit Controller – Materials Handling

- Previous experience within a Credit Control environment essential.
- Good knowledge of Excel, Word.
- Ability to work using own initiative and prioritise workload.
- Flexibility - adapts positively to changing circumstances.
- Teamwork - works well with colleagues
- Strong customer service orientation with attention to detail
- Ability to work under pressure, and meet deadlines
- CICM Qualification desirable

Main Duties:

- Attend Regular Credit Control meetings with Sales and Operations staff,
- produce minutes and distribute.
- Attend regular credit control update meetings with Credit Manager/Supervisor
- Allocation of payments accurately
- Minimise credit balances and unallocated cash
- Minimise overdue debt
- Prepare to send out customer statements/invoices
- Monitor trade debt situation
- Setting up of new accounts and credit checking
- Initiate appropriate action with solicitors and review as and when required
- Continual monitoring of best practice credit control procedures
- Collection of overdue debts by telephone / letter cycle
- Direct liaison with customers/colleagues to ensure debts collected
- Perform any such other duties as you may reasonably be required to perform within the scope of your knowledge, skills and ability.

If you are interested in the above vacancy please **Apply Now!**

If you believe you have the necessary skills to fulfil this role, please send a copy of your current CV to **Yvonne McMillan, Commercial Manager** Yvonne.McMillan@impact-handling.com . All employees should ensure their immediate Manager/Supervisor is made aware of their application. External recruitment may be actioned concurrently with this notice.

Closing Date: Friday 24th June 2022