



**WHITBY SEAFOODS LIMITED  
SALES LEDGER / CREDIT CONTROLLER  
Immediate start**

The Whitby Seafoods Group (consisting of Whitby Seafoods Limited and Kilkeel Seafoods Limited) realises an annual turnover of approximately £65 million and employs 400 people across its 2 sites in England and Northern Ireland. Our mission is to “Wow our customers with bloomin’ special seafood”.

**Role Specification**

The position is based on site at Whitby, North Yorkshire. The role is full time and is office based.

**Key Responsibilities**

- Management of credit control function, including liaison with credit insurers, customers, and sales team colleagues on issues of sales account management
- Communication and resolution of problems such as overdue invoices ensuring detailed notes retained to aid timely outcomes
- Daily posting and allocating of receipts
- Distribution of customer invoices & statements
- Month end sales ledger reporting & reconciliations
- Providing an outstanding level of customer service and developing long-term customer relationships
- Management of overrider and rebate claims
- Assisting in other areas of finance as required

**The Person**

- Enthusiastic and self-motivated, able to work in a small team
- Capable of prioritising a busy workload
- Strong communication skills, and an inquiring mind
- Previous experience in an accounts environment, in a similar role

**Salary:** upto £23,000 dependent upon experience + pension + 25 days holiday + bank holidays

**Hours of work:** Monday to Friday 9am to 5pm, (37.5 hours per week)

**Responsible to:** Assistant Management Accountant

For further information about our business please visit our website at [www.whitby-seafoods.com](http://www.whitby-seafoods.com)