

temp to perm accounts payable clerk

- Up to \$20 p/h - \$40K + Super
- 9am to 5pm
- CBD location

A national leader in the agricultural industry requires the services of an experienced Accounts Payable Clerk to join their CBD office on a temp to perm basis.

Working closely with your direct supervisor, you will be responsible for all facets of AP. This will include, processing a high volume number of invoices, company credit cards, and reconciliation whilst interacting with internal and external clients - providing service & support.

In order to be successful in this position you will need to possess the following:

- Proven AP experience
- Sound Excel & Word skills
- A minimum 6 months experience using SAP AP module
- GST/FBT coding knowledge
- Excellent verbal & written communication skills
- Initiative & integrity
- High attention to detail
- Excellent problem solving skills
- Ability to work autonomously and with minimal supervision.

This is a rare and exciting opportunity to work for an organisation that is known for its excellent working conditions and the development of its staff.

If you possess a minimum 6 months SAP AP experience then please forward your resume to the application email or for further information contact Lyn Mathot on (02) 8243 0505.

