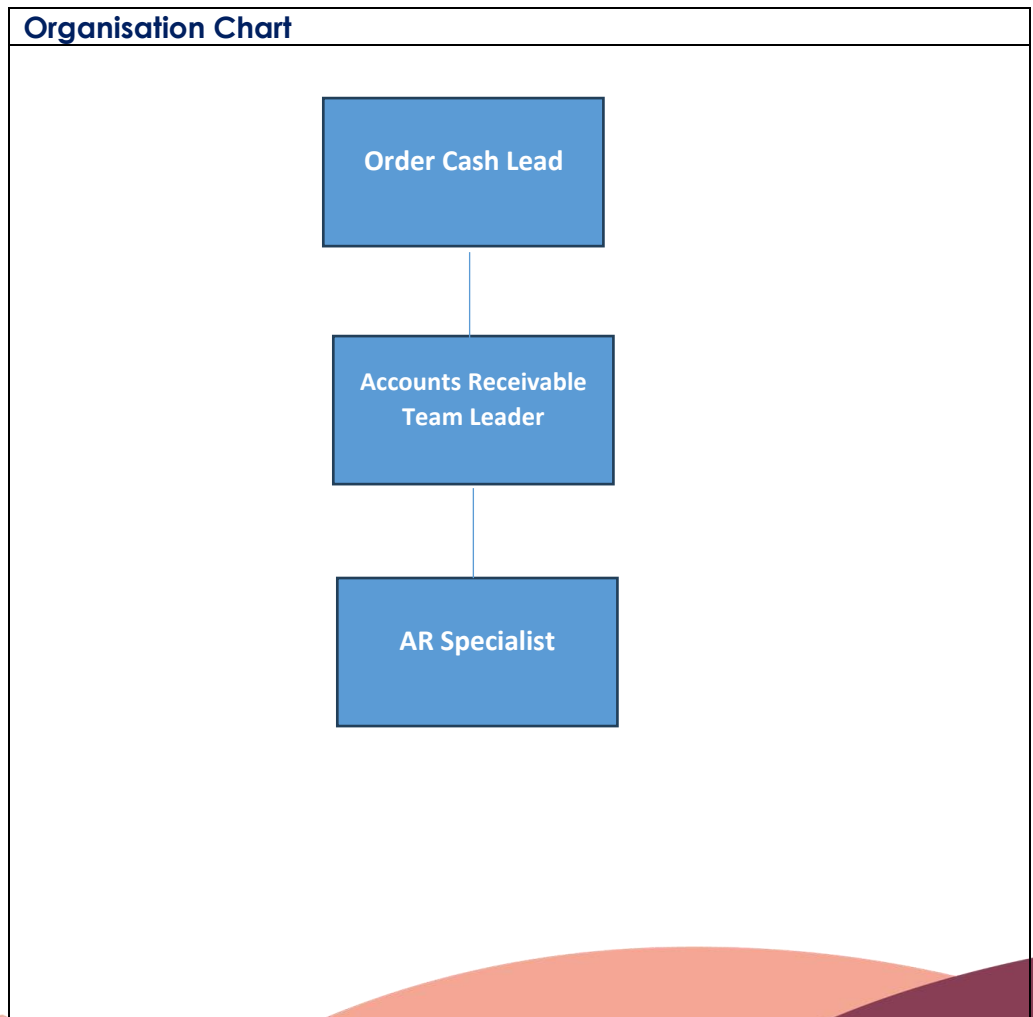


Role Description

Job Title	AR Specialist
Line Manager	
Department	Accounts Receivable, Transactional Services
Location	Rushmere, Craigavon
Purpose <p>Working from our Shared Service Centre in Rushmere Craigavon, Accounts Receivable Specialist will carry out various tasks related to the overall billing, disputes, credit reviews and AR processing. The role is specifically focused on customer cash, collections and responsible for maintaining a high-volume Ledger, with high level of efficiency. You will have excellent problem solving and time management skills, work well independently or as part of the team, ensuring deliverables and deadlines are met.</p> <p>Pilgrim's Europe is a top UK and European food company employing 20,000 people across 40+ sites in the UK, Ireland, France and The Netherlands. We are a leader in making quality food sustainably in partnership with local farmers through our poultry, pork, lamb and beef supply chains.</p> <p>Building on the best of Moy Park, Pilgrim's UK, Pilgrim's Food Masters and Pilgrim's Shared Services, we bring unrivalled scale and expertise to our customers and the opportunity of a better future for our employees.</p> <p>Our iconic brands include Richmond, Fridge Raiders, Denny, Galtee, Rollover, Oakhouse and Moy Park.</p>	



Sincerity

Humility

Discipline

Simplicity

Determination

Availability

Ownership

“Delivering business success through our people”

Key Responsibilities\Measures of Success

- Adhere to Company credit policy, processes, procedures and SOX requirements
- Receipt and allocation of cash
- Maintaining credit control for designated customers
- Awareness of Customer Credit limits
- Monitoring customer accounts for non-payments, delayed payments and other irregularities
- Communication with customers to resolve outstanding issues and to ensure that cash is collected within payment terms.
- Escalation of debt issues in accordance with SOP's
- Monitoring orders on hold and ensuring billing
- Develop strong working relationships with cross-functional team members
- Actively assist with resolution of customer dispute
- Receive and process customer claims which result from payment deductions and produce daily associated reports.
- Any other duties which may reasonably be required to fulfil the needs of the role

Skills & Knowledge

- Good Interpersonal Skills
- Excellent professional communication skills – written and verbal.
- Computer Literate, with Microsoft office proficiency, particularly Microsoft Excel
- Accuracy and attention to detail
- Ability to priorities work and exercise goodtime management skills
- Organized and thorough approach to work
- Good team worker and communicator

Desirable

- Experience of ERP packages, SAP experience would be of advantage
- Similar Industry Experience
- Data entry Skills
- Experience of high volumes
- Experience of credit control within a large organization

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	<ul style="list-style-type: none"> Experience working in a Shared Services would be of advantage
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Qualifications	Desirable
<ul style="list-style-type: none"> 5 GCSEs including Maths and English at Grade C or above or equivalent 	

<p>Behaviours</p> <p>Our values are at the heart of our business and drive everything we do. <i>Availability</i> is key as we are receptive and open and prepared to take on new challenges. <i>Humility</i> is important to us as we listen and respect each other and value opinions of others. <i>Discipline</i> is vital to fulfil commitment internally and externally. We need to be truthful to each other and respectful of other opinions, so <i>Sincerity</i> drives us. At Pilgrim's we focus on what's practical and important so through <i>Simplicity</i>, <i>Ownership</i> and <i>Determination</i> brings success.</p>

