

Credit Controller

TRAININGS
RECRUITMENTS
CONSULTANCY

eppc

EPPC Albania on behalf of its client, *an international company, leader in the production of construction materials*, is currently recruiting a **Credit Controller**.

Major responsibilities:

- Checking customer's credit situation and deciding whether or not to offer the credit;
- Monitors customer's credit exposure for late payments and informs clients for the past due accounts;
- Keeps and maintains customer reliability database;
- Dealing with internal queries about payments, ensuring customers pay on time and negotiating re-payment plans;
- Assist in the setting up of the credit control system, ensuring that debts are paid a timely manner;
- Chase overdue invoices by phone, email within agreed timescales;
- Regularly making contact with customers to ensure all relevant debts are managed as necessary providing accurate advice on billing queries;
- Ensure that all transactions are compliant with Company's policies and regulations;
- Periodically checks contractual and credit terms of the customers in order to assess the credit exposure of the customer;
- Providing ad-hoc reporting as and when requested by management.

Requirements for this position are:

- University degree in Accounting;
- Knowledge of Albanian Legislation and IFRS;
- Good business judgment;
- Ability to work under pressure and to meet deadlines;
- Planning, Organizing and Analytical skills;
- Very good skills in written communication, verbal and non-verbal, proficiency in English.

How to apply

To apply for this opportunity, please send your CV and supporting document, mentioning the position that you are applying for, to:

tianda.nano@eppc.al

You will be contacted by eppc only if your CV & support documents will be qualified.