



Excellent Opportunity in our Finance Department

Do you want to come to work every day knowing that by being effective in your position, you will be doing good for the UK consumer by increasing the consumption of healthy fresh produce?

Working with perishables, means every day is exciting. Each year, every crop brings its own personality. Mother nature can be unpredictable & the challenge of logistics means boredom is not an occupational hazard.

The very nature of fresh produce guarantees frequent issues that demand instant action to resolve. However, you can feel confident that there is no better place to be, you will be working with good people, people that have genuine passion, tenacity, and dedication to support us in our version of becoming a flagship UK grower.

We are excited to offer the opportunity for the following full-time, permanent vacancy at our Head Office, based in Herefordshire:

Finance Assistant

As a Finance Assistant you will perform daily/weekly and monthly tasks within the transactional finance team under the direction of the financial controller. Performing basic office tasks, such as filing, data entry and copying documents in addition to communicating with customers and suppliers via phone and email.

The main duties and responsibilities will include:

- Undertake all necessary sales ledger functions to include sales invoicing, handling customer queries, accounting for debit notes reconciling and posting sales receipts and reporting of sales ledger movements.
- Assist with purchase ledger tasks including purchase order processing, purchase invoice processing and supplier statement reconciliation.
- Support the sales team with the collation and filing of delivery notes and related paperwork.

- Make postings to general ledgers and reconcile bank statements.
- To provide cover for other roles within the finance team.

Are you the ideal candidate?

The ideal candidate will:

- Be able to work within agreed deadlines.
- Highly numerate and accurate with a passion for problem solving.
- A team player who is self-motivated and eager to learn and to take on more responsibilities when appropriate.
- Experience of the purchase ledger and sales ledger aspects of a finance department and in the use of Excel.

A full Job Description is available upon request.

Our people are core to our business, and we are proud of providing a working environment that allows people to grow and develop.

In association with the benefit hub, we have also developed a retail shopping and voucher portal, where you will be able to enjoy discounts, rewards, and perks on thousands of the brands you love.

We also offer 33 days annual leave, pension contributions and scope to uncover your potential with a rapidly expanding, independent business.

Please apply to Jo Kennedy, Group HR & Recruitment Manager jokennedy@sagroup.co.uk and attach an up-to-date CV along with the confirmation that you have read our Candidate Privacy Notice, available on our website.



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& Worcestershire
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INVESTORS
IN PEOPLE