



## **Assistant Management Accountant**

Crediton Dairy Ltd – Devon EX17 2AH

Salary – £28,000 per annum

### **Job description**

#### **Overview**

We are seeking a skilled and detail-oriented Assistant Management Accountant to join our finance team. In this role, you will be responsible for ensuring that a high level of accuracy is maintained in financial transactions and reporting for the business and that the business is provided with timely and appropriate management information.

Hours for this role are 40 hrs per week.

#### **Responsibilities**

- Maintain finance department milk intake records, and waste reports
- Responsible for creating monthly milk statements to be agreed with the Head of Milk Supply and paid across to our farmers
- Daily Stock usage reporting
- Milk and Cream Invoicing
- KPI reporting
- Month End Overhead Accounting
- Providing back-up cover for other roles within the department as required e.g. reception cover

#### **Requirements**

- Prior experience in an administrative role (essential)
- Experienced in accounting systems and Microsoft Office packages (Excel essential)
- Strong numeracy ability and communication skills, written and verbal (essential)
- Have made a start in completion some accounting qualifications such as AAT/CIMA/ACCA

Crediton Dairy Ltd  
Church Lane  
Crediton EX17 2AH



### **About us**

Crediton Dairy is one of the UK's leading dairy drinks businesses producing an extensive range of branded and own label fresh flavoured and functional chilled milk drinks, iced coffee and long life milks and creams. We supply nearly all of the UK's major supermarkets as well as leading foodservice, convenience and wholesale businesses.

### **Benefits:**

- Additional leave
- Canteen
- Company pension
- Cycle to work scheme
- Discounted or free food
- Employee discount
- Free flu jabs
- Free parking
- Life insurance
- On-site parking
- Referral programme

To apply for this vacancy, please send a CV and cover letter to [hr@creditondairy.co.uk](mailto:hr@creditondairy.co.uk)

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