



For more than 50 years, Carey Glass has been pushing the boundaries of what's possible with glass.

Due to continued expansion Carey Glass are looking for:

An Accounts Payable Clerk

Key Responsibilities

- Processing supplier invoices
- Creditors reconciliations
- Dealing with Supplier queries
- Excellent communication skills
- Must be consistent and accurate in all aspects of their work
- Experience in Sage accounts packages an advantage but not essential
- Must be flexible in relation to overtime
- Proficient in Microsoft Office
- Excel, Word and Outlook
- Experience in Accounts Payable a distinct advantage

Please email applications to hr@careyglass.com