



Credit Controller

We have an exciting opportunity for a Credit Controller to join us. As Credit Controller, you will work within a team of credit controllers. This role is at the heart of servicing over 6,000 customers with the responsibility of processing a large number of transactions across the different stock lines of our Brands as well as for many of the Company's prime accounts, which involve complex Excel formulation.

We are a collective of luxury interior brands, each with a special role to play, and two manufacturing brands (Anstey Wallpaper Company and Standfast & Barracks). At Sanderson Design Group we are Sanderson, Morris & Co., Zoffany, Harlequin, Clarke & Clarke and Scion and our purpose is 'to bring the beautiful into people's homes and lives'.

Responsibilities

- Manage complex high volume self-billing reconciliations through Excel analysis, using pivot and lookup tables to devise and develop the processes as necessary
- Manage and record accurate stock levels through the self-billing process / Excel
- Accurately record and enter currency and sterling cash received either by cheque or direct Bank transfer
- Resolve customer's queries by recording disputed items through the Mertex system and following up with relevant departments to ensure resolutions are efficiently resolved
- Maintain a clean ledger and have a proactive approach to ensure that all issues that alter this status, are dealt with
- Actively chase for payment on all overdue items by email, telephone, letter or legal
- Maintain notes on Mertex system of all customer communication so that others looking at an account can understand why and when a customer is overdue
- Review order held reports and release only on payment received or justifiable credit analysis. Calls to all customer held orders must be made so the customer is aware of a delay in delivery and have a chance to resolve the matter
- Distribute statements and Dunning letters on a timely basis and in accordance with company credit policy
- Review and recommend credit limits both at application stage and on an ongoing basis
- Raise journals and credit notes where necessary
- Cover all areas of the credit control department as and when required

Skills & Experience

- Strong IT skills and experience of IT packages used in credit control
- Spanish, German, Italian or French language skills (advantageous)
- Previous experience in self-billing reconciliations
- Advanced Excel including Pivot and lookup tables (essential)
- Understanding and experience in foreign currency invoicing / payment
- Good telephone manner
- Understanding of basic accounting principles
- Highly numerate and with excellent reconciliation skills



If you wish to apply, please send your CV to jobs@sandersondesigngroup.com

**This role will initially be office based but hybrid working can be considered once training has been completed.

About us

Sanderson Design Group is an international luxury interior furnishings company that designs, manufactures and markets wallpapers and fabrics together with a wide range of ancillary interior products.

In 2020, we brought our portfolio of brands home to Sanderson Design Group, evoking the combined longevity and prodigious creative history of our brands. Sanderson Design Group describes the ebullience of our past endeavours. It sketches the outline of our future. A collective of quintessentially British luxury interior brands and 2 manufacturing brands, at Sanderson Design Group we are Sanderson, Morris & Co., Zoffany, Harlequin, Clarke & Clarke, Scion, Anstey Wallpaper Company and Standfast & Barracks.

Our purpose is "To bring the Beautiful into People's Homes and Lives". This has defined and shaped our brands since our very earliest days. The oldest brand in our arsenal, from where we derive the namesake of our group, began life in 1860, as an importer of fine French wallpapers to London. Arthur Sanderson & Sons Ltd played a pivotal role in defining English interior decoration tastes and its early success led to displaying designs at London's finest showroom, at Berners Street. Around this time in 1924, Arthur Sanderson & Sons Ltd were awarded The Royal Warrant, becoming "purveyors of wallpaper and paint" to the court of George V.

We recognise that each one of our brands contributes a unique chapter to our story. It is why we represent the full spectrum of British interior design, catering from cutting-edge sleek modern styles, to the hearty warmth of traditional forms. Our decision to rebrand as Sanderson Design Group in 2020 is our way of paying homage to our rich history, as well as marking our path towards a new future. As custodians of over 160 years of design experience, we are proud to Bring the Beautiful into People's Homes and Lives. We are Sanderson Design Group.