https://www.accountancycapital.co.uk/job/credit-controller-west-midlands/

Credit Controller – West Midlands

Description

Credit Controller

Tipton, West Midlands | Automotive Wholesaler | Full-Time | Permanent
Salary: £26,000 – £30,000 DOE + Company Benefits + On-Site Parking

About the Company

We are a well-established and fast-growing **automotive parts wholesaler** based in **Tipton**, supplying garages, dealerships, and trade customers across the UK. Known for our reliable service and extensive product range, we pride ourselves on long-term customer relationships and efficient operations.

As we continue to scale, we're looking for a proactive and detail-oriented **Credit Controller** to join our finance team and take ownership of the **accounts receivable function**, ensuring smooth cash flow and strong credit control processes.

The Role

The Credit Controller will be responsible for managing customer accounts, chasing outstanding payments, resolving queries, and ensuring that debt is collected in a timely and professional manner.

Responsibilities

Key Responsibilities

- Proactively chase outstanding invoices by phone, email, and letter
- Monitor customer credit limits and payment terms
- Maintain accurate customer account records and allocate incoming payments
- Investigate and resolve customer queries and discrepancies
- Liaise with internal teams (sales, dispatch, customer service) to resolve account issues
- Send monthly statements and follow up on overdue accounts
- Assess credit applications and carry out credit checks
- Prepare aged debt reports and assist with month-end processes

Hiring organization
Accountancy Capital

Employment Type
Full-time

Beginning of employment
1st May 2025

Duration of employment
Perm

Industry
Automotive

Job Location
Tipton, West Midlands, United Kingdom

Working Hours
9-5

Base Salary
£ 28,000 - £ 32,000

Date posted
April 18, 2025

Valid through
30.04.2025

- Escalate problem accounts where necessary and support legal recovery processes if required

Qualifications

About You

- Previous experience in a credit control or accounts receivable role (minimum 2 years preferred)
- Strong communication and negotiation skills
- Excellent attention to detail and record-keeping
- Confident using accounting software (e.g., Sage, Xero, QuickBooks) and MS Excel
- Ability to work independently and manage your own ledger
- Experience within wholesale or automotive sectors (desirable but not essential)

Job Benefits

What We Offer

- Competitive salary with performance-related incentives
- Full-time, permanent role with career stability
- Friendly, supportive finance team
- Free on-site parking
- 28 days holiday (including bank holidays)
- Staff discount on automotive products