



JOB VACANCY FINANCE CO-ORDINATOR

The Role:

Radnor Hills is recruiting for a highly organised finance professional to join the team to ensure the smooth-running of day-to-day financial operations for a new and exciting division of the business. We are looking for a proactive and detail-focused Finance Co-Ordinator to join our growing team. Reporting directly to the Logistics Manager, you'll maintain strong financial control while supporting wider supply chain and operational activities. This is an exciting opportunity to gain broad exposure across a growing FMCG business where no two days are the same.

Main duties will include:

- Manage customer accounts including credit checks, account set-up, invoicing, payment allocation, reconciliations, and chasing overdue payments.
- Support day-to-day financial control through maintaining accurate records, monitoring cash flow, processing expenses, and ensuring finance data aligns with operational activity.
- Assist with monthly management accounts, financial reporting, budgeting, forecasting, and margin tracking across the business.
- Support compliance activities including VAT returns, statutory filings, audit preparation, and year-end accounting processes with external accountants.

Candidate requirements:

- Previous experience in a finance or accounting role
- AAT qualified with GCSE Maths and English (or equivalent)
- Knowledge of accounts payable/receivable and financial reporting
- Strong Excel and Sage50 skills
- Highly organised with excellent attention to detail and communication skills
- Able to manage priorities effectively and work both independently and within a team
- Prior experience within FMCG would be advantageous

Hours and Location:

This role is based at our main site in Knighton, Powys. 40-hours per week, Monday to Friday. We offer a competitive salary dependent upon experience.

For a full job description or additional information on the role please contact HR.

Covering letters and CV's can be emailed to jobs@radnorhills.co.uk