

# Vacancy

## Accounts Clerk (Costing/Creditors)

Salary for the post will commence at £10,068 per annum (£839 per month)



Solomon & Company (St Helena) Plc has a vacancy within the Finance Department for an Accounts Clerk (Costing/Creditors).

As the Accounts Clerk (Costing/Creditors) you will be responsible for ensuring a reliable and efficient service is provided for the costing of all goods imported for the Company, and processing of data into the Company's Finance data file.

### Interested Persons Should:

- Possess grades C or above in GCSE Maths & English or equivalent and desirably an Accounting qualification
- Be competent in the use of Microsoft Office applications, essentially in the use in Excel and desirably Access Dimensions
- Have the ability to multitask, organise workload and meet tight deadlines in a fast-paced environment
- Be analytical, with a high degree of accuracy and attention to detail
- Have excellent interpersonal & communication skills and the ability to liaise effectively with staff on all levels
- Be able to work independently and to use own initiative.

For further information, including the Company's attractive benefits package contact:

Belinda Ellick, Senior Accounts Clerk (Costing) via ☎ 22380 ✉ [seniorcostingclerk@solomons.co.sh](mailto:seniorcostingclerk@solomons.co.sh)

Application forms may be collected from Solomons Main Office Reception, Jamestown or alternatively an electronic copy can be requested via [hradmin@solomons.co.sh](mailto:hradmin@solomons.co.sh) and completed forms should be returned to Anya Thomas, Human Resources Organisation & Development Officer, Solomons Main Office, Jamestown by **24 April 2025**.

**Solomon & Company (St Helena) Plc offers an attractive benefits package to Employees which includes but are not limited to:**

🏠 Pension Contributions

🏠 Staff Discounts