



Delta Beverages

ACCOUNTS RECEIVABLES CLERK

Delta Beverages is the name behind Lagers, Sparkling Beverages, Maheu and Sorghum Beer manufacturing, marketing and distribution in Zimbabwe. An exciting opportunity has arisen for ambitious and highly motivated individuals to join this vibrant enterprise.

Applications are invited from suitably qualified and experienced persons for the above post which has arisen at **Lager Beer Business, Southerton DBC.**

THE JOB

Reporting to the **Finance & Administration Supervisor**, the successful applicant will be, among other key challenging aspects, responsible for:

- Receipting and matching debtors and receipts.
- Preparing journals/debtors reports as required.
- Ensuring that all individual debtors' balances are accurate.
- Preparing accounts reconciliations.
- Attending to debtors' queries.
- Preparing accurate daily, monthly and ad-hoc reports timeously.
- Ensuring that all systems are adhered to and records are kept as back-up to the filing system.
- Performing ad-hoc assignments as assigned.

THE PERSON

The ideal applicant should possess the following minimum qualifications and attributes:

- 5 "O" Level passes including English and Mathematics.
- Diploma in Accounting, Finance, Part CIS or equivalent.
- 2 years relevant working experience.
- Computer literate and proficient with SAP.
- Ability to work under pressure.
- Have working knowledge of Safety, Health and Environmental Management Systems (ISO 45001, ISO14001 and NOSA) and Quality Management Systems (ISO 9001, ISO 22000 or FSSC 22000).

Interested persons should submit written applications together with copies of detailed CVs not later than **14 March 2025** to **t.ngwaru@delta.co.zw**

Only shortlisted candidates will be contacted.

The future is in our brands



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