



POSITION PROFILE
Senior Credit Controller



Background to the Opportunity	3
The Role	4
Remuneration & Recruitment Process	6





Baxters Food Group

Baxters Food Group is a fourth generation privately owned entrepreneurial business which specialises in the manufacturing of premium quality, primarily branded, food products. The Group's product range includes soup, beetroot, chutney, condiments, preserves and meal options. Baxters has been in operation since 1868 and a lot has changed since then, but their dedication to making only the best quality products has always been at the core of everything they do. The Baxters brand has grown from a humble village store to a global brand with a turnover of over £450m.

With the sheer scale of the operation, Baxters now has sites based throughout the UK and food manufacturing operations in the USA, Australia, and Poland. The science and technology that underlies their process today may be far removed from the little village shop that started it all in Fochabers, but the ethos remains the same - "Be different, be better".

Baxters now finds its product being sold in major supermarket chains such as Asda, Tesco, Sainsbury's and many more, which has contributed to the large-scale growth of the business. Baxters' Head Quarters is situated just off Charlotte Square in Edinburgh, and oversees the UK & Global operation is based in Fochabers, where this opportunity sits.

The European Business has a turnover of circa £140m across their sites, which also incorporates two specialist manufacturers, Manor Vinegar, one of Europe's largest vinegar producers, and Orexis Fresh Foods, a leading London based chilled foods business specialising in ready to eat products.

Current Opportunity

A new vacancy has arisen within Baxters which represents an excellent opportunity to join their team, based in Fochabers.

This role offers the ability to further your career within a fantastic business that has made itself a well-established household name over many years. The successful candidate will work within a highly successful finance team, having regular interaction with them and various other stakeholders within the business.

The position is best suited to someone who is looking to get involved with a large-scale business who can bring new ideas to the table. This role will involve managing the Accounts Receivable function for Baxters as well as managing the Accounts Receivable function for Manor.

This is an excellent opportunity for a driven Senior Credit Controller to play a key role in the continued growth of a market-leading business.



Position Overview

Job Title:	Senior Credit Controller
Reports to:	European Payroll and Taxes Manager
Location:	Fochabers, Moray

Duties & Responsibilities

- Build & develop strong working relationships with Baxters and Manor customer base to ensure prompt payments
- Administer all customer accounts
- Manage credit risk, taking prompt and appropriate action when credit limits or payment terms are exceeded
- Ensure bi-annual reviews of all credit limits are conducted, and any changes appropriately authorised
- Administer new pricing and price changes for the Baxters and Manor
- Work with other departments to ensure any payment issues are resolved promptly
- Conduct the month-end AR close and complete balance sheet reconciliations to agreed deadlines
- Ensure adherence to all financial / internal controls
- Implement new procedures, where relevant, to ensure maximum efficiency. Contribute to Group improvement initiatives
- Supervision of Manor Credit Controller including objective setting, personal development, and performance management





Knowledge:

- In-depth understanding of credit control principles, processes, and best practices
- Proficiency in financial analysis, risk assessment, and credit evaluation techniques
- Familiarity with legal and regulatory requirements related to credit control and debt collection
- Knowledge of accounting principles and practices, including credit terms, invoicing, and financial statements
- Understanding of industry trends and market dynamics impacting credit control and collections
- Experience of the Oracle Finance System would be beneficial

Skills:

- Strong analytical and problem-solving skills to assess creditworthiness, identify risks, and develop appropriate credit control strategies
- Excellent communication skills, both verbal and written, to effectively interact with customers, internal teams, and senior management
- Negotiation and persuasion skills to handle difficult conversations and resolve disputes with customers
- Attention to detail and accuracy in reviewing financial documents, credit applications, and payment records
- Ability to prioritize and manage multiple tasks, meet deadlines, and adapt to changing priorities
- Proficient in using financial software and tools for data analysis and reporting

Core Competencies:

- Work well within a team of transactional finance professionals, fostering a collaborative and results-oriented environment
- Strong customer service orientation with the ability to build and maintain positive relationships with customers, ensuring a smooth credit control process
- Sound understanding of financial concepts and the ability to interpret financial data to drive informed credit decisions
- Aptitude for identifying issues, analysing root causes, and developing effective solutions to mitigate credit risks and improve collection efficiency
- Flexibility and resilience to adapt to changing business needs, industry trends, and technological advancements in credit control practices
- Commitment to maintaining high ethical standards and confidentiality in handling sensitive financial information
- Collaborative approach to work effectively with cross-functional teams and contribute to the overall success of the organisation



Salary: Competitive in line with experience

Benefits: Benefits include attractive pension contributions, holiday allowance and office working

For more information on remuneration please contact Eilidh Graham at Rutherford Cross.



Eilidh Graham, CFO Services

T: 07501 745 668

E: eilidhgraham@rutherfordcross.com

The Recruitment Process

To find out more about the role, please contact Baxters' retained advisor, Eilidh Graham at Rutherford Cross by emailing eilidhgraham@rutherfordcross.com

- Applications should be sent to Eilidh Graham for a confidential review
- Initial interviews are with our retained advisors at Rutherford Cross
- Final stage interviews will be with the Financial Controller and Finance Director