

Strong organisational and time-management abilities.

Confidence in managing service standards and compliance in a fast-paced environment.

Good IT, numeracy, and literacy skills.

Understanding of financial reporting and P&L management.

A flexible, self-motivated approach and the ability to work independently or within a team.

Sodexo reserves the right to close this advert early if we are in receipt of a high number of applications

- **Sector:** administrative and support service activities

Career Level

- Not Required

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 1
- **Minimum Qualification:** No Qualification

(Desirable)

- **Ability Skills:** Administration, Interpersonal Skills
- **Competency Skills:** Collaboration, Teamwork