



Aramark 1



#JOB-2432474



Newenham House, Malahide Road, Northern
Cross, Dublin 17, D17 AY61



No of positions : 1



Paid Position



40 hours per week



40000.00 Euro Annually



04/02/2026



04/03/2026

How to apply

Application Method :

Not available



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Property Accounts Receivable

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

ARAMARK Property is looking to hire a Property Accounts Receivable Specialist. The position is full time permanent and located in Newenham House, Northern Cross, Dublin 17, D17 AY61, Ireland.

This person's main duties include, however are not restricted to...

Lease System Management of Client Rent and Service Charge for commercial, industrial and Office property portfolios.

Data Analysis for Power BI client headline reporting Data Base, utilize data analysis tools for example BAV's in order to create dashboards for headline real time reports.

Load new tenant leases and lease adjustments to the PM systems.

Assists in cash forecasting, variance analysis including aged debt and arrears reports to ensure sufficient funds are available.

Client Reports, Financial Reports, RCT (Relevant Contracts Tax) Schedules.

Review and Upload service charge budgets and percentage apportionments.

Checking and Approving Matrix Apportionment percentage schedules and calculations.

Cost and expenditure analysis.

Annual Budget V Actual Expenditure Reports.

Balancing income and expenditure reports at year end audit.

Comparative performance on income month on month.

Comply with Internal and external Audit procedure.

Reconciling Debtor accounts and issuing statement of accounts.

Compliance – Ensure adherence to accounting standards and relevant regulations.

Managing debtor and client queries in a timely manner.

Prepare monthly Debtor reports from the various property management systems for review with Property Manager and Client.

Ensure comments are updated internally on the smart sheet platform for adequate records and audit for all portfolios.

Report to Finance Manager and Divisional Director.

Requirements

The candidate will have a minimum of 2 years' experience in a previous accounts Receivable role.

Proven accounts experience dealing with debtors and internal clients is essential.

Expertise in Finance and Client focused reporting is preferred.

Excellent Communication, Strong attention to detail, Problem solving and analytical skills.

Have a good knowledge and experience of Microsoft Office applications.

Previous property experience is an advantage however not essential.

Annual Salary DOE: €40K per annum

Hours: Mon-Fri Standard 40 Hours per week

Location: Newenham House, Malahide Road, Dublin 17

- **Sector:** other service activities

Career Level

- Experienced [Non-Managerial]