

NEXT BIOSCIENCES DEBTORS CONTROLLER

Next Biosciences is a leading biotech company combining medicine, science, and technology to create innovative products and services that empower individuals to invest in and take ownership of their future health. We are proud to uphold the highest levels of business ethics and personal integrity in all our interactions and transactions.

 ****LOCATION:** MIDRAND

 ****JOB TYPE:** FULL-TIME

 ****SALARY:** MARKET RELATED

 ****START DATE:** 01ST DECEMBER 2025

ROLE PURPOSE:

We are seeking a detail-oriented and proactive Debtors Controller to join our Finance team. This role is responsible for managing the company’s accounts receivable function – ensuring accurate recording, timely collection of outstanding debts, and contributing to improved cash flow across the organization.

QUALIFICATIONS & SKILLS:

Qualifications:

- Bachelor’s degree in Accounting, Finance, or a related field.

Skills:

- Minimum 5 years experience as a Debtors Controller or in a similar role.
- Strong understanding of accounting principles and AR processes.
- Proficient in accounting software and Microsoft Office (especially Excel).
- Excellent communication, negotiation, and organizational skills.
- High attention to detail and accuracy.
- Ability to work independently in a fast-paced environment.
- Strong analytical and problem-solving skills.
- Knowledge of legal procedures related to debt collection advantageous.
- Proactive and goal-oriented.
- Strong interpersonal and communication skills.
- Discreet and professional, with the ability to maintain confidentiality.
- Maintains professionalism and composure in all client interactions

KEY RESPONSIBILITIES:

- Manage the accounts receivable ledger to ensure accuracy and timely collection within payment terms.
- Conduct collection activities via phone, email, or written correspondence for overdue accounts.
- Reconcile debtor accounts and maintain accurate, up-to-date transaction records.
- Prepare and distribute customer statements and debtor reports.
- Resolve invoicing and payment queries efficiently to maintain strong client relationships.
- Perform credit checks on new and existing customers to manage credit risk.
- Liaise with client services to resolve billing disputes.
- Generate and present regular reports on receivables status to management.
- Collaborate with the finance team on cash flow forecasting and reporting.
- Ensure compliance with internal policies, procedures, and relevant legal standards.

WHY JOIN US?

At Next Biosciences, you’ll be part of a passionate, future-focused team making a real difference in health and science. We believe in professionalism with heart—and we’re looking for someone who embodies both.

WHAT WE OFFER

Innovative Environment: Work at the forefront of Bio Technology, where your role directly impacts people's lives.

Collaborative and Learning Culture: Join a supportive team that values your input and fosters professional growth.

Employee Value Proposition: Comprehensive employee benefits-including Retirement Fund and Medical Aid, state of the art facilities, Earned Wage Access, etc.

Employee Engagement Activities-including gifts on special occasions or milestones and paid time off on your birthday, Wellness and Social events & Training and Development.

TO APPLY

Please follow this link to complete the application [Survey Monkey](#)

[Debtors Controller](#)

CLOSING DATE FOR APPLICATIONS:

Sunday, 30th November 2025

For more information, you can visit our website with this link down below
<https://nextbio.co.za/Who-are-we/Careers/Vacancies>