



Job/Person Specification

Chief Finance Officer

The Role

The role of Chief Finance Officer is a board level position, reporting to the Chief Executive Officer of Talis Group Board. This role serves as the senior financial management role on the Senior Management Team of Talis Information Ltd.

Unique amongst the Senior Management team this role requires someone with considerable experience and skill leading a finance function, combined with a personality that thrives on building supportive, creative and challenging working relationships with all parts of the company and beyond. Each member of the Senior Management Team at Talis is here to actively lead the people and the function. The culture at Talis is one that is based on the premise through people and the development of each person, the opportunities for business growth and stability grow. As a member of the senior management team this post combines a requirement for flexibility to generate and sustain high people performance with high levels of accuracy and discipline within the finance function and processes.

As a member of the Senior Management Team, you will be responsible for managing the complete finance function, for the group.

Strategically you will be able to demonstrate and maintain a detailed understanding of the business revenue models adopted by the world's leading software companies (including but not limited to; Google, Amazon, Ebay, Microsoft, SAP). You will be able to compare in an accessible and accurate way, how the economic and finance models they each use, enables them to innovate and to disrupt in their markets. You will be able to show and maintain a deep understanding of the underlying principles of technology innovation and how economic and finance models have developed and are developing to support this innovation.

You will understand and maintain a detailed understanding of the underlying trends in the software and technology industry and consequently of the concerns and interests of the investment banking community.

This is a hands on role and will require the person in post to maintain connection with all aspects of the finance function.



Main Duties include:

Reporting to the Chief Executive Officer the main duties will include:

- To lead and manage all employees reporting directly to the position, so as to effectively recruit, train, evaluate, motivate, delegate and monitor their activities
- To work with all directly reporting staff, motivating and developing the people and their roles
- To be responsible for the finance function so as to provide appropriate and timely management information.
- To be responsible for the management of the budgeting and planning processes, ensuring that robust procedures are in place.
- To be responsible for ensuring the assets of the business are effectively deployed, maximising return on investment.
- To identify and minimise any financial risks where necessary
- Ensure strict adherence to internal controls.
- Ensure strict adherence to all legal and professional compliance requirements
- Provide financial support and advice to colleagues.
- Manage payroll, PAYE, NIC and statutory tax returns.
- Manage the administration of VAT returns.
- Manage the year end reporting process, and audit.
- Evaluate primary sales bids against profitability criteria
- Extensively evaluate business opportunities against multiple business and economic software models
- Ensure the company has effective Terms+ Conditions with all of its business partners.
- Adhere to all company policies including Equal Opportunities, Health and Safety and IT.
- To liaise appropriately with all other teams to maintain positive working relationships
- Pursue personal development of skills and knowledge necessary for the effective performance of the role.

The Person, Skills, Qualifications and Experience:

- A first class team player, who understands the importance of empowered and active staff
- Passionate and focused about efficient and useful financial processes and procedures.
- Strong communication and presentation skills are paramount as is drive and determination.
- Strategic skills will be well proven.
- Encourages and supports the aims of the organisation
- Proactive approach to problem solving
- Leading people through personal development
- Excellent IT (accounting and reporting) software experience
- You will be a professionally qualified accountant able to demonstrate considerable experience at a senior level in a commercial role, in a fast-growing technology-based company.
- You will have gained considerable exposure to change management, be commercially astute, with well proven negotiation skills.



- You will combine excellent business judgement and entrepreneurial flair and will be an outstanding relationship builder.
- You will have drive and determination to deliver outstanding results as the company grows and your strong level of financial expertise will allow you to manage the financials of the business with ease.
- You will be used to testing and exploring innovative financial modelling processes

Technical Skills required:

Essential

- Leadership of a finance function
- People leadership
- Strategic thinker and decision maker
- Experience of VC funding and mergers and acquisitions
- Communication: financial and legal issues to non specialists
- Proactive

- Highly competent with accounting software
- Highly competent with Excel spreadsheet modelling, VBA macros and data import from third-party databases
- Competent with Access and Word
- A good knowledge of contracts and negotiation
- Strong costing and product profitability analysis
- Demonstrable management of a rapidly growing business

The starting salary for this post will be around 90K, depending on skills and experience, though this may be flexible for an exceptional candidate. We offer a contributory pension scheme, BUPA (after probation), immediate cover on an exceptional Health Cash Plan, including dental and optical cover and a generous car allowance. Flexible and home working opportunities are also offered. Training and further professional development opportunities are also supported. Annual leave entitlement is 28 days.

How do I apply?

If you are highly motivated, want a demanding, yet rewarding career in an ever changing software environment; please send your current C.V to Sarah.Foster@Talis.com

Talis Information Limited
Knights Court, Solihull Parkway
Birmingham Business Park
Birmingham
B37 7YB



Format for Selection Process

There will be multiple interviews for each short listed candidate

The selection process will be multi staged and will involve the creation of a paper, a presentation based on a brief as well as face to face interview.

These details do not form part of any contract.

We appreciate your time is precious, but we don't like to get people to fill in lengthy application forms. Instead, we're interested in hearing your views on the questions below - so please take a look and send us your answers along with your CV.

1 If you really could shape how a business grows what would you want to be able to do that would fundamentally and refreshingly be different from the way you have always worked in finance before? What is important about this?

2 When did you realise why finance is important but not central to any business?

3 Having read the Innovators Dilemma by Clayton Christenson, how do you think this might apply now and/or in the past with Amazon?