

## Groupcall Ltd

**Role:** Chief Financial Officer (CFO)

**Location:** South Woodford, London E18 1HB

**Reports To:** Managing Director

**Salary:** Competitive + Benefits

### COMPANY:

Groupcall provides communications and data extraction services to the UK education, public and private sectors. Our flagship product, Messenger, is used in more than 5,000 UK schools and our other software solutions are now being used in both the public and private sector, at home and abroad.

Founded in 2001, we write and develop our own software and now have four products in our highly innovative portfolio:

**Messenger:** A comprehensive parental engagement system  
**Emerge:** Apps for school staff  
**Xporter:** MIS Data services, for Authorities, School groups & Partners  
**Alert:** An emergency contact system for the private and public sector

We have enjoyed considerable growth in revenues, profits and company size in recent years and are now looking to hire an experienced & professional Chief Financial Officer to help us achieve our continuous ambitious expansion plans.

Working alongside our MD, the Finance Officer will not only be an exceptional accountant and hands-on with company finances but will also be commercially aware, advising on the best path of growth for the business.

The CFO will be involved in all financial aspects of the company strategy and is expected to analyse figures and implement recommendations based on these findings, with the most profitable outcomes.

Often managing and leading a team through difficult periods including month end, year end and annual budgeting, a CFO would have excellent communication skills with all levels of staff, often having to work with various departments to help them plan, implement and manage their own budgets.

### Responsibilities:

- The Chief Financial Officer is accountable for the administrative, financial, and risk management operations of a business.
- The Chief Financial Officer will have primary responsibility for planning, implementing, managing and controlling all financial-related activities including the development of financial and operational strategies.

- The role of a Chief Financial Officer will include direct responsibility for accounting, finance, forecasting, strategic planning, commission schemes, deal analysis and negotiations and investor relations.
- As a key member of the Senior Management team, the Chief Financial Officer will report to the Managing Director and assume a strategic role in the overall management of the company.

**A Chief Financial Officer will be expected to perform any the following:**

- Produce regular fiscal management reports
- Assist in formulating the company's future direction and supporting tactical initiatives
- Monitor and direct strategic business plans
- Develop financial and tax strategies
- Oversee all transactions and processing systems
- Implement operational best practices
- Provide strategic recommendations to enhance financial performance and new business opportunities
- Ensure effective internal controls are in place and compliance with GAAP (generally accepted accounting principles) and applicable regulatory legislation for financial and tax reporting
- Ensure that company financial systems are robust, compliant and support current activities and future growth.

**Person Specification**

- Over 5 years in progressively responsible financial leadership roles
- Good understanding of SaaS business models (customer acquisition & retention)
- Strong interpersonal skills, ability to communicate and manage well at all levels of the organisation
- Strong problem solving and ability to make decisions based on accurate and timely analysis
- High level of integrity and dependability
- An understanding of the UK Education system would be advantageous
- Make and implement crucial recommendations
- Strong IT skills, always being ahead of new technologies
- High integrity and openness combined with commitment to good governance.
- Energetic, highly motivated, with an enquiring mind and passion for excellence and innovation in pursuit of business growth and success.

**Personality**

- Self-driven, results-oriented with a positive outlook, and a clear focus on high quality and business success.
- A natural forward planner who critically assesses own performance. Mature, credible, and comfortable in dealing with senior executives. Reliable, tolerant, and determined. Empathic communicator, able to see things from the other person's point of view.
- Well-presented and business-like. Sufficiently mobile and flexible to travel up to a few days a month within the UK.

The successful applicant will most likely be an experienced finance office, ideally with knowledge of the UK education sector, looking for a new challenge and the freedom and responsibility that come with working in a small, but rapidly growing and highly successful company. As such, s/he will already have strong experience of most, if not all, of the responsibilities listed above.

Beyond this, the successful applicant will also be a strong fit within our company and have the ability to build and maintain relationships both internally and externally. To this end, s/he will need at all times to be:

- Highly motivated, results-oriented and have a clear focus on business growth
- Positive in outlook with a willingness to support and aid colleagues and customers
- Passionate in offering the best quality of service possible to our customers
- A natural forward planner who critically assesses their own performance
- Able to focus on the finer details, while retaining a holistic view
- Credible with a professional demeanour, comfortable in dealing with people at all levels
- A team player with strong and empathetic communication skills; having the ability to see things from all people's points of view – both within the Groupcall team and when working with external parties
- Well-presented, business-like and keen to gain new experiences, responsibilities and accountabilities as the company continues its growth

Further information about the company can be found at [www.groupcall.com](http://www.groupcall.com). For more details, or to apply, please send a CV and covering letter (to include your current / most recent salary level and expectations) to Managing Director, Lawrence Royston - [Iroyston@Groupcall.com](mailto:Iroyston@Groupcall.com)

Groupcall is an equal opportunities employer and is committed to ensuring that all partners, staff, job applicants, customers and suppliers are treated fairly and with respect, irrespective of their actual or assumed background including gender, sexual orientation, marital status, age, race (including colour, nationality and ethnic origin, religion/belief or disability).