

JOB TITLE: Accountability and Performance Executive
DEPARTMENT: Investment and Commercial
LOCATION: London
REPORTING TO: Accountability and Performance Manager

ABOUT US

Talon was founded in 2012 with an ambition to create an independent global Out of Home agency providing uncompromised advice and delivery for our clients. The Out of Home sector is going through transformational change fuelled by investment, digital and data. Our mission is to help our clients get the best out of this environment.

THE ROLE

This position has an active role in Monitoring Talon's pricing agreements and guarantees to ensure they are on target for yearend delivery. Working closely with the Accountability Director to move towards new innovative investment models and the implementation of new commercial models.

RESPONSIBILITIES AND RELATIONSHIPS

The Accountability and Performance Manager has good agency and auditor relationships and works closely with the Investment team to accurately track all pricing guarantees. They are to build an understanding of the data requirements of the investment team and update them on a regular basis.

- Liaise with the agency teams weekly to monitor and track all of Talon's pricing commitments.
- Provide data relating to productivity and audit delivery to our agency partners on a timely basis.
- Complete all productivity and grid-based audit templates by client monthly ready for quarterly data uploads.
- Complete all client monthly Auditor data uploads delivering against all deadlines.
- Create tracking templates for each buying guarantee and ensure the agency teams have the up-to-date pricing information weekly.
- Update the Talon auditor pool data and develop an understanding of the different pool pricing.
- Assist in managing the CPT trading model and manage the data that feeds into Plato on a quarterly basis
- Assist in Managing the Digital scheduling data within Plato.
- Ensure the lead time, occupancy and inflation data is updated on a weekly basis.
- Build strong relationships with the agency teams at all levels
- Develop an understanding of the auditor environment and begin to build relationships across auditors

KEY SUCCESS FACTORS

Behaviours/Skills/Knowledge/Personal Attributes:

Type of technical, specialised, professional skills or personal attributes that are required to achieve the key outputs above. Some examples are:

- Pro-active and organised
- Very strong Negotiation skills

- Strong numeracy & analytical skills
- Attention to detail
- Strategic capability
- Commercially aware
- Independent decision maker
- Build and maintain relationships
- Influence others internally and externally
- Microsoft office suite skills

Qualifications and Experience:

Good experience of the following:

- Lead role in investment delivering on pricing commitments
- Servicing a range of clients/media owners at a senior level
- Negotiating and managing pricing commitments with agencies
- Managing external auditor process for several key clients
- Knowledge of investment models across all media
- Experience managing and tracking pricing datasets.

Talon is an equal opportunities employer. We celebrate diversity and are committed to creating an inclusive environment where all individuals can thrive. We seek to employ and develop a workforce representative of the markets that we serve and brands that we represent.