



JOB DESCRIPTION

ROLE: Client Audit Executive

LOCATION: London

ABOUT TALON GROUP

Talon was established in 2012 with the ambition to create a global Out of Home (OOH) agency providing uncompromised advice and service for our clients. Today we are a high growth independent full-service OOH agency with a team of over 230 people globally.

Together we are dedicated to driving client value through a combination of teamwork, expertise, creativity, data, and proprietary technology. We are agile and entrepreneurial, and our simple philosophy enables us to deliver outstanding work.

There's never been a more exciting time to be involved with OOH and we're excited about the next chapter.

OUR VALUES AND HOW WE WORK TOGETHER

WE ARE BOLD_	WE ARE HUMAN_	WE ARE SMART_
As industry provocateurs and pioneers, we respectfully challenge the status quo, take pride in our people, big ideas and partnerships	We are a diverse collective of changemakers who value respect, fairness, and integrity and expect the same in return	Our trailblazing spirit and learning centric culture ensure our knowledge provides maximum value to each other and our clients
<ul style="list-style-type: none"> • We embrace change • We challenge respectfully • We lead the way 	<ul style="list-style-type: none"> • We value collaboration and togetherness • We are empathetic • We embrace individuality 	<ul style="list-style-type: none"> • We grow and learn • We are trusted • We are mission possible

THE TEAM (FINANCE)

Talon has an exciting opportunity for a Client Audit Executive to join our Media Compliance team within Finance. The successful candidate must be a team player and a strong ability to understand systems. This role presents an excellent opportunity to move into the media industry.

THE ROLE

This is a key role within the finance function as you will be part of the team that ensures we retain excellent relationships with our suppliers and clients, thereby helping the Group to continue its tremendous growth.

The successful candidate must be a team player with the ability to handle large volumes of data. You will be reconciling campaign data between our bespoke campaign planning system and the finance system.

In addition to this you will support the Head of Media Compliance on Client audits which will involve working with numerous people across the business.

RESPONSIBILITIES

Support the Head of Media Compliance to ensure accurate end-to-end reconciliation of agency and media owners' campaigns and billings to ensure smooth external client audits. This will involve liaising across the business along with using your skills to ensure accuracy of data.

Support with projects including documentation of all key processes that impact on client and media owner billings.

Leverage real time learnings to make recommendations to the Head of Media Compliance for process and system improvements, driving change to make our end-to-end process audit worthy.

WORKING HABITS AND CORE SKILLS

- Ideally you have a media background.
- Excellent analytical skills, with the ability to question variances and anomalies.
- Excellent query resolution skills
- High attention to detail
- High level of communication skills with both internal and external stakeholders.
- An understanding of how to drive improvements in financial control and financial process, adept at challenging the status quo where necessary and recommending new approaches / efficiencies.

YOUR EXPERIENCE AND QUALIFICATIONS

- Operational experience with significant exposure to reconciling high volumes of data.
- Proven experience of driving process improvement.
- Advertising experience preferred, or experience in a high-volume transactional business.
- Experience of financial systems; NetSuite experience preferable but not essential.