



Finance Manager: Sydney / New York

Technology is literally changing the world around us and yes, some people tend to focus on why that change is bad - it makes us uncomfortable; it breaks our status quo, it feeds our uncertainty - but at Orchard we choose to see it differently. Technology can make lives better. It can make businesses better, brands better and experiences better. It can be the change we want to see in the world.

Which is why we, at Orchard, rally around a single purpose: to invent better outcomes through creativity and technology. Those better outcomes can only exist in the context of people irrespective of if we label them users, customers, patients, clients or even staff.

The Opportunity

We're currently on the lookout for a talented Finance Manager with 'allrounder' experience to deliver effective client solutions. This role is part of a dynamic talented team within a growing and busy agency.

Key Function

The Finance Manager will work across multiple areas within the department and manages some of the core payment functions internal and external. This role is suitable to someone who is looking at the next big step and who's hungry to learn, thrives on a fast-past environment and ready to grow. You'll be working within a supportive team who look after each other and like to have a good time. It is a hands on role, where you are in the thick of it working with the team and supporting them

- Manage and oversee the end of month process
- Review and prepare balance
- Preparation of management pack and reporting
- Oversee Revenue and billings
- Oversee and approve payment runs prepared by AP
- Oversee Cash Flow working closing with AR and AP
- Oversee Payroll and assist with any employee enquiries
- Manage and oversee client profitability and utilisation
- Provide support on data around rate analysis and profitability
- Oversee Tax payments prepared by the team
- Assist with and oversee the audit process
- Liaising with Pegasus support - tech issues
- Oversee and mentor the finance team
- Ensure high standards are met



What you can bring

- 3-year experience in a finance function -
- Exceptional verbal and written communication skills
- Ability to work well within a team environment
- Enthusiasm to progress and grow in the role
- Excellent attention to detail
- Initiative to interrogate and ask questions as required
- Ability to communicate across all levels of management
- Show a strong commitment to the Company's core values of Collaboration, Integrity & Curiosity
- Embrace and respect the Company's community and environmental responsibilities
- Exceptional communication skills
- Proven ability of working within a team
- Excellent attention to detail
- Applicants MUST have the right to work within Australia

Above all, the successful candidate to join Orchard will be someone who has a strong work ethic driven by creative passion, positive energy and thrives on challenges, alongside a desire to grow with the company!

If you feel like this is the right job for you, would like to take your career to the next level, work in a great cultural environment that allows you to grow and enjoy work, please email your CV and contact details to jobs@orchard.com.au and we will arrange to meet you!



A little about Orchard

We offer an awesome, fun working environment full of culture and energy. We leave our egos at the door and past that door is a super cool office space filled with inspiring people and free crumpets.

We pride ourselves on our work and also our work / life balance. We're 100% committed to you, your career at Orchard and your continued professional and personal development. We offer a rich array of internal and external structured training and education courses as well as ongoing individual wellbeing support through our Employee Assistance Program.

As an agency we fuse enthusiasm, creativity and technology to Invent Better outcomes for leading International and Australian brands such as BI, Zoetis, Schwarzkopf, MSD, GSK, Electrolux, BT, Ikea and Hyundai to name a few.

Invent Better are two little words that define our big approach. It's a belief that creativity and technology are the key to winning in today's digital age, and it's a formula that challenges us to engage with our clients in a way that always pushes us that little bit further every time.

Sydney | New York

Invent Better - make a difference