



Finance Assistant

ABOUT NUTRITICS

Since Nutritics launched in 2013, we've quickly become a global leader in the provision of accurate and reliable food management software. We provide our software to thousands of forward-thinking businesses in 170 countries around the world in foodservice, food manufacturing, healthcare, education and elite sport.

By using Nutritics, businesses have the best tools available to make accurate, relevant and actionable food choices. As part of our continued growth strategy, we are looking to add a Finance Assistant - Accounts Receivable, to our finance team. This role will play a pivotal role in ensuring processes and controls are in place as we scale.

MAIN RESPONSIBILITIES

- Manage our accounts receivable processes; client invoicing, credit control, processes and systems, and data input and accuracy.
- Work closely with our sales, onboarding and renewal teams to ensure smooth processes and timely invoicing, and dealing with client queries.
- Assist with deferred revenue management.
- Assist with sales tax compliance across all regions.
- Liaise with relevant aspects of financial reporting and KPIs.
- Work with the rest of the finance team on various financial projects to ensure robust processes and controls as we continue to scale.

CAREER PROGRESSION OPPORTUNITIES

- Recognition as a key part of the team that continues to deliver significant global growth
- Opportunity to learn from working alongside an experienced management team and market leading clients around the world
- Hands-on experience in an early stage finance department.

THE IDEAL CANDIDATE WILL HAVE

- 1/2 years experience working in a fast paced accounts function, ideally in a tech company
- High level of attention to detail and ability to problem solve
- Capability to work to tight deadlines
- Exposure to working in a multi-currency environment would be advantageous
- Previous experience of reviewing sales contracts to determine billing schedules is advantageous
- Ability to work individually with little supervision, and to work in a team environment
- Excellent knowledge of accounting softwares, preferably Xero, and Google Suite.
- Fluent spoken and written English
- Ability to work on your own initiative while working alongside a supportive team
- Excellent communication skills both oral and written
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MOST IMPORTANTLY

Being a people-focused Company, it's not just about the role, we are equally interested in you. Nutritics' core values are real – they are driven by our CEO and are strongly held by everyone working here. These values of Career Fulfilment, Honesty & Integrity, No Ego, Customer First, Excellence, Drive and Personal Commitment allow us to retain and develop excellent staff. We want our team to look forward to coming to work every day and this drives our culture and outlook.

OUR BENEFITS

- 25 days annual leave (plus local public holidays)
- Training & Development Programmes
- Sports and Social Club (with optional local gym membership)

WORKING WITH NUTRITICS GIVES YOU

- An excellent remuneration package
- Unparalleled opportunities to a rewarding & diverse career path
- An experienced technical peer group
- Access to on-going training & development

LOCATION & HOURS OF WORK

The candidate can work remotely but must be available during core business hours. We operate a flexi-time policy starting between 7-10:30am (Irish time) each morning and finishing between 3:30-7pm. Core hours of 10:30am - 3:30pm facilitate teamwork, meetings and collaboration. The candidate will be expected to work a minimum 37.5 hour week. On occasion evening work may be required to service international markets.