

# the7stars

## Finance – Credit Controller & Biller

### About the7stars

the7stars is unlike any other agency. The distinction started the day we launched in 2005 when we named ourselves after a pub, but more importantly when we made a promise that we were going to do things differently.

And this commitment has stuck with us. It guides how we work, how we think and how we treat one another and can be expressed in a single word.

Freedom.

Our Freedom philosophy lives across our entire business from people, product and planning. It means we plan & buy media how we want, develop careers how we want, take holiday when we need it, invent tools when we need them, give people a platform to speak up, question and express themselves freely- but more importantly it has allowed us to create an amazing place to work.

We have a unique working environment and open structure which encourages personal development through client contact, team work, training, exposure to all media and internal teams – and a “sky’s the limit” approach to your growth within the agency.

the7stars is 300 passionate media people that are able to focus purely on creating great work for our clients. UK focused, we also operate within an agile global network of like-minded friends, extending our client portfolio into Europe and the US.

If thinking freely and with integrity is your bag, then the7stars is an agency you should meet.

### The Role & Experience

We are looking for someone to join our finance team who can offer us the following attributes & experience....

#### Responsibilities

- Generating accurate invoices, reports & statements in line with client contracts
- Chasing teams to approve bookings ready for billing
- Chasing clients via phone/videocall & email for outstanding invoices or payments
- Establishing & maintaining positive client relationships
- Promptly identifying and actioning any queries raised by the client or teams
- Escalation of overdue debts
- Ensure monthly collection targets are met
- Ad-hoc support to the wider finance team

#### Candidate Profile

- Strong numeracy skills with basic Excel, Outlook, & computer literate
- Excellent attention to detail, with the ability to multi-task
- Has an understanding and a sense of urgency
- An organized and proactive individual that enjoys collaboration & problem solving with different teams
- Enthusiastic with a can-do attitude



## Talk to us if you want to

- Work with the largest independent, free thinking, fast moving media agency in the UK
- Be surrounded by a diverse team of talented thinkers, who love the work they do
- Have the freedom to design a flexible approach to your working life
- Be challenged to learn and grow every day
- Work with a business that does more than just media – that gives 5% of its profits back into the community
- Be part of a culture that encourages creativity, entrepreneurialism and most importantly of all... fun

## Benefits

- Competitive salary
- Uncounted holiday
- Discretionary performance related Summer profit share & Christmas bonus
- Flexible & Hybrid working (4 days per week in office)
- Personalised training plan & access to coaching
- Wellbeing days
- Flexible pension plan through Royal London
- Optional private medical insurance (Vitality) & cash back plan (Medicash)
- Work from anywhere up to 2 weeks each year
- Paid for gym membership with a choice of 5 gyms
- Enhanced family friendly policies
- Personal finance advice & support
- Life Assurance & Critical Illness cover
- Income protection
- Profit share scheme (after 3 years' service)
- Electric vehicle scheme
- Nursery partnership
- Tech & Cycle to Work scheme
- Season ticket loans & expensed Railcard (under 30)
- Company bar
- New Business Bonus eligible in your first year as a the7stars employee

## Apply if you want to...

- Join the largest independent, free-thinking, fast-moving media agency in the UK
- Have the freedom to grow your career at pace
- Have the freedom to design a flexible approach to your working life
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- Join a business that does more than just media – that gives 5% of its profits back into the community
- Be part of a culture that encourages creativity, entrepreneurialism and most importantly of all...fun

the7stars is committed to creating a diverse environment, where employees feel empowered to share different ideas, perspectives and experiences in a collaborative and creative work environment. Equality and inclusion are at the heart of our culture. All qualified applicants will receive consideration for employment without regard to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (which includes colour, nationality and ethnic or national origins), religion or belief, sex or sexual orientation.



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## Ready to take the leap?

Email a copy of your CV, your salary expectations and your potential start date to [7stars@journeyhr.com](mailto:7stars@journeyhr.com)

Feel free to reach out to us with any questions about life at the7stars or to share any requested adjustments for the recruitment process.

