

Finance Manager

Sustainable Office Furniture Company

Use your finance skills to create a better world.

We are a rapidly growing sustainable office furniture company creating beautiful offices at 80% less environmental impact and half the cost of furniture made from virgin resources.

We are looking for a Finance Manager, who will report directly to the Managing Director, to help grow the company, including through international expansion.

About the Company:

Our ambition is to become a global office furniture and office design company through our circular economy business model that is creating a positive impact on the world and creating sustainable competitive advantages for us.

The company grew revenues by 80% and was profitable in 2020, despite COVID, and we are aiming to continue our rapid growth. We plan to set up our first overseas presence in Europe in 2022/23 and, following that, expand into more European countries. We are currently closing a funding round and will likely raise more before a trade sale or floatation in the longer term. The Finance Manager will be heavily involved in these activities.

For more information about Rype Office please visit our website: www.rypeoffice.com

Position:

The role requires a forward-thinking, proactive individual excited by the prospect of the journey ahead. This is a vital and challenging role within a business that is reinventing its sector. It comes with a high level of autonomy and an unrivalled opportunity to influence future business decisions and develop a long-term career.

This role will best suit those individuals who are looking for a role with a high level of diversity and the opportunity to challenge the status quo to create a better world.

Like the rest of the management team, you will roll your sleeves up to get the basics done when needed, while shaping a strategy that extends our first mover advantage into new sectors, channels and geographies to disrupt a \$52B p.a. industry.

Perhaps you are now constrained in an accounting/finance role in a large corporate or work within a mid-sized company that is not growing quickly enough to provide the opportunities you are seeking.

The successful candidate will be:

- Passionate about creating a more sustainable world

- Well organised, able to work on multiple workstreams in parallel while using a structured approach to deliver on every promise
- Commercially astute with strong attention to detail

The role will include:

- Leading the analysis of monthly and quarterly numbers and presenting findings to the leadership team
- Preparing monthly management accounts, preparation of the annual budget, and cash forecasts as required
- Preparing annual accounts, corporation tax returns and reporting to Companies House
- Fundraising and debt raising when required, including maintaining our register of shareholders
- Managing the company's EMI share option scheme
- Providing back office services such as accounts payable, collection, expenses management, bookkeeping and payroll
- Involvement in grant applications
- Supplier spend reviews
- Modelling and analysis of activities and commercial deals
- Pricing reviews (including checking competitor prices and setting margins so the business is profitable)
- Reviewing proposal prices before submission
- Establishing more efficient financial processes

The successful candidate will have:

- Full accounting qualifications (ACA, ACCA, CIMA)
- A degree in accounting, business, economics, finance, or a related field
- Several years of experience in a finance role
- Superior mathematical skills
- Proficiency in MS Office with high competence in Excel
- Experience of AP and AR
- Experience producing budgets up to multi-millions
- Experience of, or clear understanding of what might be involved in an exit and establishing overseas operations
- Ability to work as part of a team and to build strong working relationships with other executives
- Excellent verbal and written communication skills

Experience in the furniture or construction sectors would be well received, but is not essential. Fluency in Dutch, German and/or French would also be well received.

Location:

You will be based at Rype Office's premises in West London with the ability to work from home several days per week.



Package:

Your salary will be competitive and depend on experience and your package will include share options.

To Apply:

Send your application, comprising a CV and a cover letter highlighting your commercial experience addressing the responsibilities outlined in this job description, to Dr Greg Lavery at greg@rypeoffice.com.