



## Product Support - Client Services

Cloud tech enthusiast with experience in a financial environment, not necessarily payroll

## About Paycircle 🚀

Paycircle is a SaaS web application that is exciting the payroll industry. This is due to the fact that technology has transformed most industries these days, except payroll - that is, until we came along. In the payroll industry, software products are traditionally built in a purely functional way - technology and payroll functionality over usability. We don't think or behave like that at all. We don't build anything that we wouldn't want to use ourselves – and we like great interaction and first class performance. End of.

Paycircle was established in 2018 but many of the team have been working together for a lot longer. We have a long track record in building and successfully marketing high quality financial compliance software - Paycircle is not our team's first rodeo.

Up to now, Paycircle has been mainly dominating the payroll bureau industry but the product and the company are growing fast and we are now moving into new territories, verticals and industries as of 2022.

## The Platform 💪

Paycircle is an employee-centric, cloud-based payroll and pensions management platform built for payroll professionals. The platform enables total collaboration, making the whole process of payroll easier, faster and more accurate. With Paycircle, businesses can operate more efficiently, increase their profitability and provide a superior experience for their users and all employees getting paid.

Paycircle has been architected for the cloud, it's cloud-native, and offers all of the speed, accessibility, scalability and security that you would expect from a true cloud platform. Paycircle has the capability and functionality to support; payroll bureaus, large companies, local government, schools, expats, contractors and agency workers. The platform is both technology and functionality rich and can support all aspects of payroll processing.

## Our mission 🦊

We are on a mission to revolutionise the UK payroll industry. Working with superior technology, exquisite user interfaces, a burning desire to make the complex simple and by continuing to build a team of dedicated and passionate people who are seriously proud of what we're creating, we are making our mission a reality.

Paycircle is already working with some of the largest payroll bureaus, companies, agencies and technology providers in the UK and we are poised to grow exponentially over the next few years. We are looking for like-minded people to join our team.

## This job is for you if... 🦄

- You are someone who loves helping and supporting others in finding solutions to problems
- You have good communication skills, both written and spoken
- You are driven to learn and improve in your own career, while also helping others along the way
- You are passionate about technology and the changes that technology can make to an industry
- You are calm and relaxed and can cope and even thrive when dealing with challenging situations
- You have some practical office-based work experience
- You are a self-starter and don't need to be micromanaged
- You are comfortable working from home
- You're looking to join a tight knit team of people who are pushing boundaries in payroll technology and payroll services

## We are meant to work together if...

- You want to be part of a boundary breaking company that's in an exciting period of growth
- You're a real team player who wants to be a part of our success story
- You have strong interpersonal and communication skills
- You enjoy responsibility and thrive under pressure
- You have all or some of the following:
  - 1+ years experience working in an office-based environment, preferably in finance
  - Experience working in fast paced, high pressure environments, not necessarily an office
  - Excellent written and spoken communication skills
  - A desire to learn the complexities of payroll and pensions

## What we offer

- A modern, mature and sociable working environment
- Flexible working - WFH mainly
- An attractive remuneration package £18k +
- Invitation to our Partnership, which includes regular profit share
- Aviva pension
- Private healthcare
- Whatever equipment you need to help you get your job done

## Hiring process

- Initial call/video call with our Bureau Operations Partner
- Video meeting(s) with one or more of the company founders
- Invitation to share a coffee/beer/wine with some of the Paycircle team - either virtual or in person

Our hiring process is refreshingly relaxed but it's also comprehensive and fast, we don't mess about!

## What to do next

Send us one of the following to [hello@paycircle.co.uk](mailto:hello@paycircle.co.uk)

- A standard CV with a covering letter explaining why you want to work with us
- A short, punchy, one pager summarising your CV and why you want to work with us
- A short video telling us a bit about yourself and explaining why you want to work with us (nothing professional required here!)

## Note - Paycircle is probably not for you if:

- You don't like dogs
- You are 'analogue' rather than 'digital'
- You like being micromanaged
- You value your job title over your sense of responsibility