



## **Manager, Financial Reporting**

### **Vancouver**

#### **Summary**

Reporting to the Director, Finance and Controller, the Manager, Financial Reporting will primarily be responsible for managing the preparation of financial statements and related SEC filings.

#### **Responsibilities**

- Prepares consolidated financial statements and related working papers and manages the quarterly reporting timeline.
- Assists in preparation of all SEC filings: 10K, 10Q (including XBRL), 8K and Proxy.
- Researches technical accounting and reporting standards and prepares related accounting memos.
- Analyzes contracts, reviews R&D work performed under contract and prepares accruals at period-end.
- Liaises with R&D departments and assists R&D departments with analyzing financial data.
- Prepares working papers and leads interactions with auditors.
- Completes documentation to ensure compliance with Sarbanes-Oxley requirements and assists with Sarbanes-Oxley reviews.
- Supports the Company's tax compliance activities.
- Prepares various corporate filings to ensures compliance.
- Assists with 401K compliance.
- Assists with special projects and various financial analysis.
- Performs other financial reporting and accounting duties as assigned.

#### **Qualifications and Requirements**

- Professional designation (CPA) along with a minimum of 3-4 years of relevant accounting experience, preferably obtained at Big Four.
- US GAAP knowledge is required; previous experience with public company in the biotechnology or pharmaceutical industry is an asset.
- Advanced proficiency using MS Office, specifically Excel, including use of pivot tables and lookup functions.
- Structured, disciplined and excellent organization skills are required.
- Excellent attention to detail is a must as is proven analytical skills.
- Exceptional interpersonal and communication skills (written and oral).
- Must be able to communicate in a clear, concise and organized manner with the ability to listen to others to obtain information.
- Ability to meet deadlines and juggle multiple priorities.

## **How to Apply**

To apply for this role, please submit your CV and cover letter in PDF format to [hr@sierraoncology.com](mailto:hr@sierraoncology.com). Please indicate the position title in the subject line of your email.

We thank you in advance for your interest in Sierra. We will contact you directly should we wish to arrange a meeting to discuss this position further.