



Sr. Accountant/Accounting Manager at AIRNA

COMPANY OVERVIEW

AIRNA is pioneering the discovery and development of RNA editing therapeutics to deliver on the promise of genetically defined medicines for patients with rare and common diseases. RNA editing is poised to lead the next generation of RNA therapeutics by targeting diseases not accessible through other approaches with a medicine that can be conveniently re-dosed and manufactured. AIRNA's founders, Thorsten Stafforst and Jin Billy Li, were the first to elucidate a therapeutic approach for precise editing of RNA using the endogenous enzyme ADAR. Initial financing of the company was led by ARCH Venture Partners, with participation from ND Capital, Fast Track Initiative (FTI), Novalis, and Codon Capital. AIRNA has headquarters in Cambridge, MA, with research operations in Tübingen, Germany.

JOB DESCRIPTION

AIRNA is looking for a detail-oriented and passionate candidate with strong technical accounting and analytical skills to join our growing team as a Sr. Accountant/Accounting Manager. Reporting to the Sr. Director of Finance & Operations, this role works to ensure the completeness and accuracy of financial metrics and reporting for our organization. Primary responsibilities include management of the accounts payable process, the performance of the monthly accounting close and oversight of day-to-day financial operations.

Responsibilities

- Manage day-to-day transactional accounting activities, including accounts payable processing and payments
- Prepare month-end and quarter-end reconciliations, including cash, investments, prepaid expenses, accounts payable and accrued expenses, and assist with accelerating the accounting close process
- Assist with consolidation of US and Germany operations and preparation of consolidated financial statements
- Assist the payroll process and reconcile payroll and benefit payments to the general ledger
- Build and maintain relationships with internal and external stakeholders to gather information needed to complete the monthly close process
- Collaborate closely with the counterpart in the German site to ensure consistency in workflow and processes (OneAIRNA)
- Assist in preparation for annual audits, including interacting with auditors
- Assist with maintenance of internal control framework and associated documentation requirements
- Assist with specific projects and initiatives unique to a fast-growing biotechnology start-up
- Perform ad-hoc analysis and other job-related duties as assigned



Qualifications

- Bachelor's degree in accounting required, additional post-graduate degree in accounting or finance is highly preferred
- Active CPA license preferred
- A minimum of 3 years relevant Finance experience
- Experience in working for an early-mid stage biotech company
- Experience working with Quickbooks and next level ERP systems, (e.g. Netsuite)
- Motivated self-starter with a strong work ethic and the ability to work well in a team environment
- Strong attention to detail, including ability to meet deadlines
- In-depth knowledge of generally accepted accounting principles and experience with technical accounting research
- Ability to work in fast-paced environment and desire to learn
- High level of cultural awareness and curiosity

Compensation

AIRNA Bio is prepared to offer the successful candidate a competitive cash compensation package together with attractive equity participation. Additionally, a package of benefits will be provided.

Are you interested in joining the team? Please apply by emailing careers@airna.com