

| JOB TITLE   | ORGANISATIONAL CONTEXT   | DATE/STATUS  |
|---|--|--|
| <b>Financial Controller (1 FTE)</b>   | <u>Management:</u><br>Reports to the Finance Director<br><br><u>Direct reports:</u> none   | <b>DATE: 13-12-2022</b><br><br><b>STATUS: V01</b>  |
| PURPOSE OF THE JOB  |  | QUALIFICATIONS   |
| Enabling the local management team in its decision-making processes on the basis of providing correct and reliable financial reporting, budgets, performance measurement. Initiate and execute actions to improve processes and improvement of supporting software /tools.  |  | Education:<br>HBO/Bachelor degree in Accounting/Finance or related fields<br><br>Experience:<br>2/3 years of experience as a Financial Controller or similar in Audit/ Accountancy<br><br>Knowledge needed:<br>General accounting and financial reporting knowledge<br><br>Languages:<br>Fluent in Germany and English, both verbally and in writing, additional languages (Spanish) welcome |
| KEY ACCOUNTABILITIES  |  |  |
| <ul style="list-style-type: none"> <li>• Financial responsibility for entities, managing the accountant processing transactions.</li> <li>• Take ownership for correctness and full understanding of the financials (including reconciliation to subledgers)</li> <li>• Implement and maintain a correct and accurate flow of financial information, in compliance with all group reporting policies and deadlines. Ensure correct level of internal control.</li> <li>• Manage reporting process, overseeing that general ledger related processes including accounts receivable, accounts payable, inventory, fixed assets and payroll are delivering according to reporting requirements (quality and time)</li> <li>• Review, analyse and adapt/improve systems and control processes to ensure efficiency and effectiveness of the finance function</li> <li>• Aligning and communicating with stakeholders</li> <li>• Accurate and timely month end closing and reporting</li> <li>• Supporting the annual close and deliverables in the audit process for the entities in the requested quality and timelines</li> <li>• Support of annual budgets, regular forecasts and correlating reports</li> <li>• Provide ad-hoc analysis upon request</li> </ul> |  |  |
| KEY PERFORMANCE INDICATORS  | COMPETENCIES   |  |
| <ul style="list-style-type: none"> <li>• Full ownership of the financials for the entities</li> <li>• Accurate and timely month end closing and reporting</li> <li>• Clear planning and organizing</li> </ul>   | <ul style="list-style-type: none"> <li>• Great planner and organizer, while retaining the correct priorities</li> <li>• Willingness to learn, eager, open and transparent</li> <li>• Hands-on mentality; willing to jump and also do the invoice/order booking if needed</li> <li>• Willing to go the extra mile</li> <li>• Strong communicator with all levels in organization</li> </ul> |  |
| APPLICATIONS  |  |  |

For interested candidates, please send your motivation and CV by e-mail to:

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