



Sr. Manager, External Reporting

COMPANY NAME: Confidential

COMPANY INDUSTRY: IT - Internet / E-Commerce

POSITION INDUSTRY: Finance/Accounting-Financial Analysis

POSITION LEVEL: Mid-Senior

POSITION LOCATION: Multiple

POSITION DETAILS

Company Profile:

A global leader in consumer Cyber Safety. Bringing together decades of experience in cybersecurity and identity theft protection, we are the consumer ally in today's connected world. Our solutions are powered by one of the world's largest civilian cyber intelligence networks allowing us to help protect against advanced online threats. Nearly 80 million members and customers in more than 150 countries trust us with their personal information. We're dedicated to making it easy for them to keep their connected lives safer while helping to secure their devices, online privacy, identity, and home and family needs.

What You'll Do

Key Responsibilities:

- Prepare and review disclosures for filing documents such as the 10-Q, 10-K and 8-K, with the US Securities and Exchange Commission (SEC)
- Prepare and review EDGAR and XBRL formatting of Form 10-Q/K, ensure the Company is utilizing the correct taxonomies
- Review stock-based compensation expense and share count calculations, as well as the related forecasts
- Approve stock-based compensation journal entries
- Create team allocations that effectively balance workloads, assignments and experiences
- Plan for the filings such as preparing/reviewing shell, calendar, confirmation emails, process checklists, disclosure checklist, etc.
- Mentor, educate and train staff, including providing timely performance feedback
- Manage and monitor completeness and accuracy of Form 10-Q/K in filing software as well as coordinate with vendor for timely filing
- Analyze and incorporate 10-Q/K comments from various groups into the current draft while maintaining version control
- Coordinate and collaborate with corporate and operational teams to ensure results are reasonable and fluctuations are researched and explained in the MD&A section of the 10-Q/K
- Work cross-functionally with other groups to ensure compliance with SEC reporting requirements and to support the business needs
- Lead earnings process including critical review of executives' prepared remarks and investor presentations as well as furnishing the 8-K to SEC
- Ensure compliance with Sarbanes-Oxley (SOX) requirements
- Research relevant U.S. GAAP literature and SEC rules as needed
- Identify transactions or items requiring disclosure in the SEC filings
- Manage the external auditors' requirements
- Complete ad hoc projects and support accounting operations as necessary
- Develop financial reporting process improvement initiatives
- Stay current on the latest financial accounting and reporting developments

Sr. Manager, External Reporting

POSITION DETAILS CONTINUED

What You'll Need

Qualifications:

- Bachelor's Degree in Accounting or Finance
- 7+ years of accounting experience, CPA and public accounting preferred
- Comprehensive and current understanding of financial statements, U.S. GAAP and SEC reporting rules
- Ability to manage multiple deliverables and work well under pressure
- High degree of initiative, exceptional organizational and problem-solving skills and commitment to a high level of accuracy
- Experience in leading and developing a team
- Ability to quickly assess the impact of transactions on the financial statements and required disclosures
- Excellent oral, written and people skills
- Ability to deliver projects on schedule and flexibility to work extended hours
- Experience with financial databases and major ERP systems such as Oracle, Hyperion Essbase and Business Objects experience is a plus

A Few Details

Salaried, Full-time
Standard company benefits package
Occasional travel may be required

Become a Candidate

Send an email to: info@averymadisson.com. Include your resume, along with the name of the position of interest.

-OR-

Join the A+M Talent Community. Indicate your position of interest in the message notes.