

Numab Therapeutics AG is an expanding, clinical stage Swiss biotech company based in Horgen, canton of Zurich. The company is focused on the discovery and development of innovative, antibody fragment-based therapeutics with a focus on inflammation and immuno-oncology. With our breakthrough antibody-discovery and multi-specifics engineering platform, we engage in proprietary projects as well as collaborative research on behalf of partners in the pharmaceutical industry.

For our company's Finance team, we are looking for a highly motivated and experienced individual for the role as Head of Accounting.

Head of Accounting 100%

In this position, you will report to the Chief Financial Officer and have overall responsibility for all accounting tasks, in particular for our quarterly and annual financial statements in accordance with IFRS and the Swiss Code of Obligations, the internal control system and the continued development of the accounting-related infrastructure and processes.

Your Responsibilities:

- Timely preparation of our quarterly and annual financial statements in accordance with IFRS and the Swiss Code of Obligations (annual only), including drafting the notes, as well as all related documentation and accounting memos.
- Main contact person for our auditors and responsible for the smooth completion of the quarterly reviews and annual audits.
- Collaborating with other departments to ensure compliance with and the performance of the periodic review of the internal control system.
- Ensuring the compliance with Swiss and international tax regulations by collaborating with external advisors.
- Continued development of our financial administration infrastructure and processes.
- Together with other Finance team members, preparation of information for the attention of the Board of Directors and its committees.
- Taking a leadership role as we are growing the accounting team.

Ideal candidates will have:

- Certified Public Accountant or university degree in economics or business administration, preferably with a focus on finance.
- At least 3 years of professional experience in a similar position, experience in the life science sector is desirable.
- In-depth theoretical and practical understanding of the Swiss Code of Obligations and IFRS, in particular IFRS 2, 15 and 16.
- Understanding and practical experience with the Swiss tax framework, especially VAT.
- Your way of working is characterized by a hands-on mentality and a consistent high degree of precision and quality.
- Competent handling of Microsoft Office (especially Excel) and ERP systems.
- Business fluent in both written and spoken English. German is a plus.



- Strong team spirit combined with good interpersonal skills and the ability to work independently and autonomously.

What we offer:

- A diverse set of tasks in a dynamic SME with a modern infrastructure and an inspiring, entrepreneurial atmosphere.
- Flat hierarchies and short decision-making paths.
- The opportunity to take on responsibility, help shape and implement solutions.
- Market-driven employment conditions with above-average pension provision, flexible working hours and opportunities for personal development.
- Performance-based bonus and participation in the employee stock option plan.
- A workplace near the city of Zurich with a view of the lake.

We are looking forward to receiving your application with reference number NB117 to hr@numab.com.