

**\*\*Principals only. No recruiters please. \*\***

## **Controller**

Ion Storage Systems is a rapidly growing, start-up company commercializing its breakthrough lithium metal battery technology based on discoveries made at The University of Maryland. The company is committed to developing products that will impact everyday life on a global scale. Our technology improves product performance and safety in a variety of applications including, defense and aerospace, consumer electronics, electrified transportation and renewable energy storage. Our team is made up of innovative, driven & creative individuals who are passionate about their work.

The company offers an inclusive environment, growth opportunities and encourages work/life balance. Ion Storage Systems is based in College Park, Maryland which is part of the vibrant, urban Washington, D.C. area within a short drive from recreational opportunities in Western Maryland, Northwestern Virginia and West Virginia.

Ion Storage Systems, Inc. is seeking a highly motivated Controller. Reporting to the CEO, and working with a part-time contract CFO, you will be the core of the Company's finance organization. We are looking for an individual who is passionate about joining an early stage venture backed startup and sees the massive potential in safer, high performance batteries.

### **Responsibilities and Duties:**

- Responsible for month-end and year-end close of income statement, balance sheet, cash flow statement, account reconciliations and analysis
- Coordinate and prepare financial plans, budgets, and cash flow forecasts
- Develop and improve management reporting
- Evaluate, implement, and continuously improve internal control policies, guidelines, and procedures
- Manage outside bookkeeper, and hire finance staff as the Company grows
- Prepare invoices for multiple government R&D contracts, monitor contract budgets, and prepare government compliance reports as required
- Record and authorize disbursements in accordance with Company policies and procedures
- Provide direction and assistance to the organization regarding accounting and budgeting policies and procedures and efficient control and utilization of financial resources
- Research and implement initiatives such as financial system upgrades or other company-wide improvements as needed
- Develop and maintain relationships with banking, insurance, payroll, employee benefits providers, and other outside organizations to facilitate financial and human resources activities
- Prepare financial information so that outside accountants can complete tax returns
- Provide documents and prepare disclosures for due diligence for investments
- Implement and maintain financial policies and procedures for inventory control and cost accounting as the Company expands
- Assistance in Human Resources, Administration, and all operational processes and issues of a growing start-up as required

### **Education:**

- Bachelor's Degree in Finance, Accounting or related field

## **Job Requirements**

- Must have recently held title of Controller/Assistant Controller, or held a position with similar responsibilities, at a for-profit company
- At least 7 years increasingly responsible positions in finance/accounting
- Must have prepared cash forecasts for an entire organization
- Experience with cost accounting at a manufacturing company
- Venture backed startup experience desirable
- Experience with government R&D contract accounting a plus, but not required

## **Essential Skills:**

- Strong knowledge of GAAP, preferable experience at a public accounting firm
- Strong computer skills including Microsoft Office (Excel, PowerPoint, Word)
- Excellent verbal, written and interpersonal communication skills, with the ability to communicate complex financial matters to a broad audience
- Detail-oriented with strong time management skills
- Self-motivated and self-directed; conscientious approach to work assignments
- Enjoys the challenges of multitasking and working at a fast pace while staying flexible to shift tasks frequently
- Ability to learn quickly, perform research as needed, and complete ownership of areas of responsibility
- High degree of integrity including ability to successfully handle sensitive or confidential information
- Team-motivated with collaboration skills across the organization
- Excellent understanding of how business operations impact and interact with finance

Ion Storage Systems, Inc. is proud to be an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, ancestry, pregnancy, sexual orientation, gender identity, national origin, age, citizenship, marital status, disability or Veteran status.

To all recruitment agencies: Ion Storage Systems, Inc. will not accept agency resumes for this role. Please do not forward resumes to our jobs email, or to any Ion Storage Systems employees or any other company email address. Ion Storage Systems is not responsible for any fees related to unsolicited resumes.

## **Employment Type**

Full-time

Send cover letter and resume to: [jobs@ionstoragesystems.com](mailto:jobs@ionstoragesystems.com)

Equal Opportunity Employer. Benefits Available to Qualified Employees.

[www.ionstoragesystems.com](http://www.ionstoragesystems.com)