



Financial Analyst – Reporting & Controls

Duties and Responsibilities:

Assist in ensuring company compliance with Public Company regulatory requirements, including oversight of SOX compliance process. Work with external CPA firm to provide information for required audits, compliance SOX audits and other engagements. Assist Controller and Director of Finance in the preparation of external reporting: 10-Q, 10-K, Proxy, Form 4s, 401K, S-3, Conflict Minerals reports. Perform technical accounting research and draft memos on Company impact of the related research. Serve as the direct liaisons for all tax issues that arise and manage all Company-wide tax filings. Assist in the management of the stock option process. In-Charge of gathering data for annual budgeting process. Assist in new accounting pronouncement adoptions and related process modifications (i.e. ASC 606, Lease accounting, SOX updates, etc.). Work on various special projects. Travel to all significant locations will be required. Ability to travel 10-15% of the year. Other duties as assigned.

Qualifications:

BS degree in Accounting or equivalent. CPA preferred. 3-5 years of public accounting experience or financial reporting and SOX compliance experience; public company experience must be included in years of experience. Proficient in Microsoft Word, Outlook & PowerPoint; very strong Excel. Excellent attention to detail and analytical skills. Self-motivated and able to work independently and collaboratively. Must be able to multi-task, manage time well and meet critical deadlines. Excellent interpersonal & communications skills, both verbal and written; strong organizational skills.

Benefits of Employment:

We offer our full-time employees a full benefits package that includes: Vacation, Holiday Pay, Medical, Dental, Life, 401(k), Employee Stock Purchase Program (ESPP), Short and Long-Term Disability and Flexible Benefit Plan.

IntriCon is an Equal Opportunity Employer.

Job Type: Full-time

Experience:

- SOX: 3 years (Preferred)
- Accounting: 3 years (Preferred)

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