

## Assistant Controller

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Company: OurCrowd

Location: Jerusalem

Category: other-general

Want to be part of the exciting Israeli startup ecosystem? We are looking for a responsible, independent professional Assistant Controller and a team player who can work in a fast-growing company and is able to deliver on strict timelines to join our finance team and will be reporting to the Director of Finance Operations.

You will work with various cross-functional teams and own and drive projects to completion. OurCrowd is Israel's most active investor. Through our revolutionary investment platform, we give our investors access to some of the world's most exciting startups, from food tech to agritech, mobility to digital health, and almost everywhere in between.

**Full-time position - hybrid workstyle. Two days a week from the Jerusalem office**

### Responsibilities:

Manage closings of investments and Funds.

Managing the preparation of the quarterly and annual closing financial statement process and consolidating all subsidiaries according to US GAAP.

Manage the quarterly Funds financial reporting process in conjunction with the Funds team and assist in preparing additional Funds financial information.

Verify proper implementation of the company's processes and policies.

Work with the external audit team during tax and year-end audits to ensure all financial

information is properly supported.

Prepare and analyze financial data and internal reports; monitor progress and changes.

Prepare annual tax returns and statutory reports for subsidiaries and Funds.

Undertake ad-hoc financial tasks and projects.

Very responsible, diligent, and able to work in a high-pressure environment.

Team player with good interpersonal skills.

Strong analytical skills, detail-oriented, able to multitask and project manage, and able to work independently.

CPA after internship (or equivalent).

Knowledge and experience with US-GAAP.

Advanced MS Office skills, especially Excel.

Proficient in English and Hebrew.

Salesforce and Priority experience – an advantage.

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