

Position Title: Director, SEC Reporting and Technical Accounting

Position Location: Santa Clara, California

Mandatory Skills for role: Big 4, CPA. Technical GAAP Accounting, SEC, SOX Compliance

Position Summary: The Director of SEC Reporting and Technical Accounting performs a broad range of corporate accounting functions. This role will be primarily responsible for the preparation and/or review of the company's SEC filings and assessment of new or complex accounting issues arising from both business transactions and the implementation of new accounting pronouncements. This role will also act as the liaison with the third-party professional service firms for SOX and Tax. The position will play an essential part in ensuring the accuracy of the company's external financial reporting. The individual selected for this position will interact with all levels of management, ensure timely and accurate reporting and assist with multiple financial projects and initiatives.

Responsibilities:

- Lead the implementation and documentation of new accounting technical literature and SEC regulations
- Maintain state-of-the-art awareness of accounting and financial reporting rules as well as a working knowledge of SEC disclosure and reporting requirements
- Assess the impact of proposed accounting literature on the business as well as accounting and financial reporting processes
- Prepare documentation of significant accounting matters and/or accounting positions that will be communicated with external auditors
- Provide accounting guidance for all corporate transactions and initiatives
- Respond to technical accounting inquiries from field operators, finance staff and external auditors. Communicate internal accounting policies and accounting updates to finance organization and external auditors
- Manage the SEC reporting process including preparation and review of the Form 10-K and Form 10-Q and related XBRL requirements with a focus on accuracy and continuous improvement
- Provide management with recommendations or comments to ensure compliance with accounting standards
- Manage the preparation and review of the press release, financial tables and external presentations
- Lead the preparation and documentation surrounding annual goodwill impairment testing, and Purchase Price Allocations on as needed basis.
- Liaise with outside professional firms for SOX and tax provision.
- Ensure company is compliant with SOX by managing the relationship with outside professional firm for SOX
- Manage the relationship with outside professional firm for tax provision and tax filings
- Collaborate with Tax and Legal departments on accounting matters and external reporting matters
- Perform special projects as needed

Qualifications and Skills

- Bachelor's degree in Accounting, Finance or other related discipline OR Master's degree in Accounting, Finance or other related disciplines
- Minimum six years of experience in Big 4 public accounting with at least a manager title and two years SEC reporting and technical accounting role in industry
- U.S. CPA
- In-depth technical knowledge of SEC regulations and GAAP
- Strongly demonstrated analytical, research and organizational skills
- Excellently displayed verbal and written communication skills
- Ability to interact effectively with senior management
- Ability to manage multiple projects
- Effective at setting goals, prioritizing tasks and meeting deadlines
- Proven ability in driving results and meeting targets/objectives.
- Strong written and verbal communication skills
- Ability to inspire confidence, trust, and respect within the team and across the company
- Demonstrated success working in a global environment & within cross-functional teams.
- Comfortable with fast-paced environment and shifting priorities