



## **Company**

T-knife Therapeutics is a private, transatlantic biopharmaceutical company developing tumor-specific T cell receptor (TCR) therapies for the treatment of solid tumors. The Company leverages its proprietary humanized T cell receptor (HuTCR) mouse platform to generate a pipeline of fully-human TCRs targeting a range of tumor-specific antigens. The Company was founded in Berlin, Germany in 2018 as a spin-off from Max-Delbrück Center for Molecular Medicine together with Charité University Hospital and maintains dual headquarters in San Francisco and Berlin.

Based on the unparalleled T cell immunology expertise of its founders and its unique and proprietary HuTCR platform, the Company identifies complete and fully human TCRs with maximal affinity for the most relevant tumor antigens. Those constructs can then be transfected into a patient's T cells, expanded, and used therapeutically. Its approach is highly differentiated from other TCR and CAR-T platforms and holds the promise of better efficacy in solid tumors with a greatly improved safety profile.

The Company has demonstrated pre-clinical proof-of-concept and its lead TCR will be entering clinical development in 2021. In addition, T-knife has validated its platform for over 90 undisclosed cancer targets, with several follow-on candidates in preclinical development. The Company expects to bring two additional TCRs into the clinic by 2022. T-knife is executing a two-pronged corporate growth strategy: 1) developing an internal pipeline of best-in-class therapeutics and 2) establishing external partnerships to accelerate discovery efforts and / or add capabilities.

T-knife's full executive team is in place, led by experienced innovators, drug developers and company builders. The company is well capitalized, backed by a top-tier set of investors including RA Capital, Versant Ventures, Andera Partners, and Boehringer Ingelheim Venture Fund.

## **The Position:**

Reporting to the CFO, the Sr. Director, Finance / Controller is a senior leader who together with the CFO and FP&A lead is responsible for T-knife's finance department. The scope of work includes partnering with the CFO and FP&A lead on the financial management of the company, including production of financial reports, maintenance of a system of accounting and controls, procurement, tax, treasury and risk management.

## **Responsibilities:**

- Lead the accounting operations of the company including maintaining an adequate system of accounting records/policies and a comprehensive set of controls designed to mitigate risk and enhance the accuracy of the company's reported financial results.
- Ensure that the company's accounting procedures and reported results confirm to generally accepted accounting principles (GAAP).
- Prepare monthly, quarterly and year-end financial statements.
- Prepare monthly reconciliations of all balance sheet accounts.
- Manage the payroll and accounts payable processes (includes overseeing purchasing process).
- Interface with financial institutions and external accounting firm.
- Oversee the independent valuation and year end independent financial statement audit.
- Manage the company's tax reporting and state filing requirements.
- Take lead on preparing and readying the organization for SEC standards, including quarterly reporting, compliance and implementation of Sarbanes Oxley, as required.
- Research and advise the company on the adoption of critical financial systems and lead implementation of systems and processes.
- Support general administrative projects in Facilities, IT and HR as needed.
- Manage the company's corporate insurance policies.
- Partner with the CFO to manage key relationships including the Audit Committee, auditors, various other key vendors and Executive Team members.
- Partner with the FP&A lead on financial planning processes (FP&A leads)
- Collaborate with HR on payroll and equity matters (HR leads)
- Oversee procurement staff and systems; optimizing for value and internal customer service
- Tax – including preparing support and documentation for the tax provision and managing preparation of tax returns utilizing external advisors

#### **Treasury / Risk Management:**

- Partner with the CFO and external cash managers to manage the company's investments and ensure compliance with the company's investment policy
- Ensure that the companies' insurance requirements are adequate to meet the current and forecasted growth of the company
- Participate in corporate risk management activities

#### **Preferred Qualifications:**

- BS/BA in Business and a CPA/MBA
- Minimum 10+ years' experience in corporate and/or general accounting including recent public company experience as the controller or assistant controller including managing public offerings either from within the company or during accounting firm experience is required.
- Big 4 Public Accounting, SEC reporting, and US GAAP experience and prior employment in the biotechnology industry a plus
- Detail-oriented and technically proficient

- Experience with NetSuite and consolidating financials a must
- Excellent judgment and problem solving
- Experience managing direct reports and providing leadership, coaching and development as company grows
- Demonstrated ability to work in a fast-paced, highly visible and dynamic environment; able to work effectively with ambiguity and incomplete information
- Experience working effectively with a lean team
- Superior communication skills (written, verbal, and presentation)
- Ability to influence and lead across functions; operate in a matrix environment