



Position: Staff Accountant

Location: Mostly remote – Seattle area

Blaze Bioscience is the Tumor Paint Company® developing technology to improve surgery through real-time, high-resolution visualization of cancer. Our first Tumor Paint product candidate, BLZ-100, is being evaluated in a pivotal clinical study in pediatric brain cancer. We are seeking a motivated, organized and efficient individual to join our team as a Staff Accountant. This is an ideal role for an up and coming accounting professional looking for a broader range of experience. The Staff Accountant will support accounting activities and employee benefit programs of the company. Prior accounting experience and solid knowledge of GAAP is required for this position. This is a full-time position reporting to the Executive VP of Finance and Operations. The position will be mostly remote with limited time required at our Seattle office located in South Lake Union.

This position will have responsibility for:

- Perform accounts payable and payroll functions.
- Track project expenses and ensure timely payments to external service providers.
- Support monthly close process by preparing journal entries, account reconciliations, accrual and prepaid expenses, financial statements and supporting schedules.
- Maintain fixed assets ledger and monthly depreciation schedules.
- Assist in the preparation of tax schedules.
- Assist with external audits.
- Support employee benefits, including health, disability, 401(k); flexible spending accounts; paid time off.
- Manage timekeeping system.

Candidates should have relevant education and experience, including:

- Bachelor's degree in Business or a related field; degree in Accounting is preferred.
- 1-3 years of accounting experience; experience in a small company setting is preferred.
- Knowledge of GAAP and accounting standards.
- Solid understanding of the operation of financial information systems (general ledger, timekeeping, payroll, accounts payable, assets, etc.); experience with QuickBooks Online is preferred.
- Strong Excel skills; proficiency with other Microsoft Office applications.
- Strong attention to detail.
- Ability to prioritize, organize, problem-solve and manage time effectively to meet deadlines.

To apply for this position, please send your CV with cover letter to:

Blaze Bioscience, Inc.
Attn: Human Resources
530 Fairview Avenue N, Suite 1400
Seattle, WA 98109
Email: careers@blazebioscience.com

Blaze Bioscience, Inc. is an Equal Opportunity Employer.