



Polyphor is a clinical stage biopharmaceutical company based in Allschwil, Switzerland, and is focused on the discovery and development of antibiotics and other specialty pharma products for severe or life-threatening diseases.

We are currently looking for a:

10064 Senior Accountant

Responsibilities:

- Responsible for the general ledger, including accounts payable/accounts receivable management
- Cash management incl. weekly liquidity planning
- Responsible for the Asset Management (PPE)
- Credit Card Management
- Employee Expenses
- VAT declaration (CH/DE)
- Support in preparing the monthly, quarterly and annual financial statements according to OR and IFRS
- Active involvement in the development of controlling processes and the optimization of the current bookkeeping system
- Support of audit work for half year and year end closing

Qualifications:

- Education:
 - Buchhalter mit eidg. Fachausweis, Fachfrau/Fachmann im Finanz- und Rechnungswesen mit eidg. Fachausweis or comparable (e.g. Bachelor's degree in Accounting or Finance)
- Minimum three years of work experience in a similar position
- Experienced bookkeeper (incl. General ledger)
- Good knowledge of Swiss accounting standards (IFRS preferable)
- Good command of accounting systems (SAGE 200 preferable) and Microsoft office tools
- Very strong excel knowledge

Please send your full application documents to the following address: hr@polyphor.com with reference: 10064 Senior Accountant. Direct applications are preferred.