



Capricor Therapeutics, Inc. (NASDAQ: CAPR) is a Los Angeles, CA based cutting-edge biotech company focused on the discovery and development of novel cell and exosome-based therapeutics for the treatment and prevention of a variety of diseases and disorders. Capricor's lead product candidate, allogeneic Cardiosphere-Derived Cells (CDCs), known as CAP-1002, is being investigated as a treatment for Duchenne muscular dystrophy and COVID-19. In addition, the Company is conducting research and development on its exosomes platform technology for a variety of indications. In response to a global pandemic, our team is currently applying its technologies to deploy a novel vaccination approach against COVID-19. Capricor offers exciting opportunities and invites qualified professionals to join our expanding team. Capricor provides competitive compensation and benefits packages.

**Position:** Senior Accountant

Capricor is seeking a highly motivated individual to join our Accounting and Finance team. The Senior Accountant is an integral part of a growing accounting team who will assist in the immediate accounting processes – accounts payable, prepare workpapers, budgeting and forecasting modeling, oversee purchasing and ordering for an expanding research lab. This role will be a hands-on resource reporting to the Corporate Controller.

**Responsibilities:**

- Ensures the integrity of accounting information by recording, verifying, consolidating, and entering transactions.
- Prepares and records asset, liability, revenue, and expenses entries by compiling and analyzing account information.
- Maintains and balances subsidiary accounts by verifying, allocating, posting, and reconciling transactions and resolving discrepancies.
- Maintains general ledger by transferring subsidiary accounts, preparing a trial balance, and reconciling entries.
- Assists with external audit by analyzing and scheduling general ledger accounts and providing information for auditors.
- Assist in the monthly accounting close and assist in preparing quarterly filings (10Qs), and annual filing (10K)
- Oversee ordering and PO processes for research lab(s)
- Review and analyze reports, invoices, contracts, POs, as needed
- Prepare departmental monthly cash spend and perform a cash fluctuation analyses
- Assist with tax-related schedules
- Prepare regulatory filings including business property tax statements, 1099's, sales and use tax, etc.
- Review and assist with federal or state grant documentation and reporting
- Assist Controller and CFO in general projects and/or audits
- Other duties as assigned

**Requirements:**

- BS degree in Accounting, Finance, or related discipline
- 3-5 years of Accounting experience preferred
- Working knowledge of tax requirements and GAAP
- Proficient with QuickBooks



- Excellent communication and organizational skills
- Ability to handle multiple projects simultaneously
- Ability to work well in a dynamic, results oriented and cross-functional team environment
- Comfortable in a fast-paced small company environment and able to adjust workload based upon changing priorities

Applicants should submit their resume to [careers@capricor.com](mailto:careers@capricor.com).