

OPOLIS

Opolis, Inc. (www.opolis.co) is building the next-generation employment cooperative offering payroll, employment benefits, and membership perks to independent workers. We have designed the Opolis Employment Commons for a Web3 future based in stakeholder capitalism, where every member is also a digital owner and thus aligned and incentivized toward a shared purpose. We also happen to be the team behind ETHDenver, member-owned Community Innovation Festival and the first event-based DAO in the world.

Job Title: Controller

Job Type: Full Time, Exempt

Location: Remote

Preferred Start date: ASAP

Reports To: CFO

Requirements:

BS/BBA Accounting/Finance

5+ years experience in a senior-level/managerial accounting role

Cryptocurrency experience

And / Or

International payroll & Compliance experience

Preferred Qualifications:

CPA highly preferred

3-5 years of Public Accounting experience

Startup / Employment Industry / SaaS experience

Other Qualifications:

1. **Innovative thinker:** Desire to build beyond legacy thinking. Big thinkers should apply.
2. **Data nerd:** A love for numbers and a comprehensive understanding of GAAP.
3. **Efficiency minded:** Simplify. We want people who automate themselves out of a job.
4. **Tech-savvy:** We are a distributed team and work 100% remotely. You must be fully comfortable using tools like Discord, G-Suite, Zoom, and cloud-based software.
5. **Entrepreneurial mindset:** Entrepreneurial approach to problems and time management. Desire to work autonomously and figure things out without substantial training or guidance. The ideal candidate will possess a “can-do” attitude and a “will-do” work ethic. We will not micro-manage.

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Primary responsibilities include:

1) GL Accounting / Financial Reporting

- Manage all GL accounts across multiple entities; lead the preparation and presentation of Financial Statements; Ensure compliance with GAAP Standards and regulatory requirements
- Develop and refine accounting strategies particularly for cryptocurrency activity, international payroll operations, and Co-Op distributions.

2) FP&A / Cash & Treasury Management

- Achieve budgeting goals with proper scheduling, analysis, and corrective action. The ability to elevate anticipated financial issues, track KPIs, and propose ideas to management as appropriate is a significant target for this role.
- Maintain reports for weekly burn rates, cash flow, and cash forecasts.

3) Financial Automation & process improvements

- Assist with new tech implementations, building accounting software integrations, and stream-lining existing accounting processes.
- Assist with developing models for reward token distributions to Members

4) Compliance

- Oversee benefit plan renewals and trending, state licensing & compliance reporting, and Worker Comp reporting
- Oversee all payroll tax compliance including semi-monthly, monthly, quarterly, and annual deposits and filings in 40+ states and local jurisdictions.

Compensation: \$100-\$120k/year

Benefits package includes:

100% Employer-paid medical, dental, and vision

401(k) retirement plan

Stock Options

Life and disability insurance

To apply, please send your resume and cover letter to jobs@opolis.co