



## Staff Accountant

### Location – Solana Beach, CA

#### On-site 4 days/week, remote Fridays

LENZ Therapeutics is a pharmaceutical company focused on the commercialization of VIZZ® (aceclidine ophthalmologic solution) 1.44%—the first and only FDA-approved aceclidine-based eye drop for treating presbyopia. LENZ is actively commercializing VIZZ® in the U.S. and building licensing partnerships globally to improve near vision for a broad patient population. The company is headquartered in San Diego, California.

We are committed to providing an engaging, rewarding work experience that reflects the passion our employees bring to our mission to improve and sustain vision. Our company fosters a diverse and inclusive culture where our employees are encouraged to learn, grow, and innovate, while making a meaningful difference for millions of people around the world.

LENZ provides equal employment opportunities to all employees and applicants.

#### Overall Purpose:

LENZ is building a Finance team that can scale with a newly commercialized public company. The Staff Accountant will report to the Manager, Accounting and serve as a core member of the Finance team – contributing to general ledger activities, journal entries, account reconciliations, and close execution while also supporting key operational workflows across accounts payable, expense management, vendor compliance, and cash application.

This is a broad role by design. You'll support GL processes that directly contribute to accelerating the existing 5-day close cycle – including revenue recognition, inventory accounting, and month-end reconciliations – while also supporting the day-to-day operational accounting that keeps the business running. The scope reflects the reality of a small, high-performing team where everyone contributes across the accounting cycle.

You'll work from LENZ's San Diego headquarters four days a week, with the flexibility to work remotely on Fridays.

For candidates coming from public accounting, this role provides a clear, career-forward transition into industry. You will own defined GL responsibilities (journal entries and account reconciliations), be a core contributor to the monthly and quarterly close, and support SOX 404(b) documentation and audit readiness. You will support revenue and inventory accounting workflows - helping prepare gross-to-net inputs and reconciliations - while working closely with the senior accounting team and external auditors. The role offers substantive systems exposure (NetSuite & FloQast) and direct mentorship to build end-to-end commercial accounting experience.

## Key Responsibilities of the Role:

### Primary responsibilities – General Ledger & Close

- **Journal Entries & Reconciliations:** Prepare and post recurring and ad-hoc journal entries (including but not limited to Cash, Fixed Assets, Prepaids & Accruals) and complete monthly account reconciliations to support the close cycle.
- **Close Execution:** Contribute to monthly and quarterly close activities; help identify opportunities to streamline the close timeline and improve accuracy.
- **Revenue & Inventory:** Support revenue recognition and inventory accounting processes, including gross-to-net calculations, as the company scales its commercial operations.
- **SOX & Internal Controls:** Prepare and maintain documentation to support SOX 404(b) compliance, internal and external audits, and efficient close processes.

### Secondary responsibilities – Operational Accounting

- **Accounts Payable:** Assist with invoice review, coding, and routing for approval; support transaction posting in NetSuite and timely vendor payment processing.
- **Vendor Operations & Compliance:** Support the contracts inbox workflow – help collect vendor setup forms, verify signature authority, follow up with business partners, and enter purchase orders into NetSuite. Assist with maintaining vendor master data, vendor reconciliations, and annual 1099 reporting.
- **Expense Management:** Help ensure expense reports submitted in Concur comply with company policies; assist with timely reimbursement processing.
- **Cash Application & AR:** Support customer payment application, accounts receivable reconciliations, and resolution of unapplied cash.
- **Process Improvement:** Identify and implement workflow improvements; assist with ad hoc projects that support the broader Finance team.

### Qualification Requirements:

- Bachelor's degree in Accounting, Finance, or a related field. CPA or CPA-track candidates are highly valued.
- 2–3 years of professional experience in public accounting (Big 4 or national firm strongly preferred) or equivalent public-company accounting/close experience.
- Familiarity with SOX 404(b) internal controls and public company reporting requirements, including exposure to SEC filings.
- Prior NetSuite experience strongly preferred; strong Excel skills and comfort with large data sets and transaction volumes.

**What Sets You Apart:**

- You take ownership of your work and execute with precision - no one needs to follow up.
- You manage competing priorities without losing accuracy or composure when the pace picks up around close.
- You're a proactive problem-solver who drives tasks to completion and meets deadlines with minimal direction.
- You communicate clearly and collaborate well across functional teams, including non-finance stakeholders.
- You notice inefficiencies and bring ideas to improve them - you're not content to just run the process, you want to make it better.
- You're motivated by building something - you want to grow with a company, not just through it.

**Physical Demands and Work Environment**

Typically works in an office environment. May, on a continuous basis, sit at desk for a long period of time, intermittently answer telephone and write or use a keyboard to communicate through written means. Some walking and lifting up to 20 lbs. may be required. The noise level in the work environment is usually low to moderate. Must be flexible to work varying schedules and hours as needed. Occasional out-of-town travel may be required. The physical demands described above are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Salary Range**

- \$85,000-\$100,000 DOE
- Eligible for equity participation - LENZ is a publicly traded company and we want our team members to share in what we're building.

**Mission Statement:**

LENZ employees are united in a mission to improve and sustain vision. We are passionate and creative about applying scientific innovation to meet the needs of the millions of people worldwide who suffer from Presbyopia and other ophthalmic maladies. We focus on the development and commercialization of new therapies to bring our mission to life for patients every day.