



NASDAQ: ELBM
TSX.V: ELBM

SENIOR ACCOUNTANT

Location: Toronto, ON

Reference No: 2022-024

Position Type: Full-Time

Rate of Pay: Salary, Commensurate with experience and qualifications

ABOUT ELECTRA BATTERY MATERIALS

Electra Battery Materials Corporation is building North America's only fully integrated, localized and environmentally sustainable battery materials park. Leveraging the Company's refining assets and business partners, the Electra Battery Materials Park will host cobalt and nickel sulfate production plants, a large-scale lithium-ion battery recycling facility, and battery precursor materials production, which will serve both North American and global customers. Electra also owns the advanced exploration-stage Iron Creek cobalt-copper project in Idaho, USA. Electra Battery Materials is an integral part of the North American battery supply chain, providing low-carbon, sustainable and traceable raw materials for the region's fast-growing electric vehicle industry. The company currently trades on the TSX Venture and NASDAQ listings.

THE OPPORTUNITY

Reporting to the CFO, we are looking for an experienced Manager of Financial Reporting & Controls to lead our external financial reporting function & heavily influence our controls and related systems. You will be responsible for external financial reporting of the consolidated results of a dual-listed entity (TSXV & NASDAQ). This includes ensuring that our company follows the Generally Accepted Accounting Principles (IFRS) as well as legal entity statements in both Canada and the US. In addition to preparing and filing reports that include our financial statements and disclosures, you will coordinate with external auditors and manage our accounting team. Our ideal candidate is a certified public accountant (CPA/CA) who has experience working for a large multi-national or national accounting firm in the assurance function.

To be successful in this role you should have experience assisting in the preparation of financial reporting, including consolidated financial statements and management discussion and analysis (MD&A); ensuring that company procedures conform to International Financial Reporting Standards (IFRS) and are prepared for filing on both SEDAR (OSC) and EDGAR (SEC). Responsible for researching, developing, and documenting technical accounting memos, and a strong understanding of internal control structures. Our outstanding manager should also possess strong Excel skills, be detail-oriented, highly organized, and be able to work with little to no supervision and under pressure. As a company in early operations, we seek team members that can think strategically, act quickly and are comfortable getting involved at all levels. No task is too big or too small. We expect our Finance team to grow significantly in the next 12 months and this position will play a key role in shaping that growth.

KEY AREAS OF RESPONSIBILITY & DUTIES

- Records daily, monthly and quarterly transactions and ensures complete documentation;
- Maintains accounting records of EBMC subsidiaries which includes cash transactions, bank reconciliations, capital development accounting and project cost accounting;
- Assists in the month, quarter and year-end closing and reconciliation GL accounts;
- Timely preparation and filing of various tax returns such as HST and QST; and,
- Provides support in the Audit process by proper recording and documentation of financial transactions.

Process Accounts Payable

- Checks accuracy of vendor invoices and statements and ensure proper authorization. Processes cheques and payments;
- Maintains files for all vendor invoices and payments; and,
- Responds to requests from suppliers about accounts payable questions or problems.

SCOPE OF RESPONSIBILITY & COMPLEXITY

Work is performed under general direction according to set methodologies and processes. As a Company early in its operation, processes are evolving, and you will have the opportunity to shape them. Problem resolution involves using judgement to select methods and handle deviations from standard methods and practices. Work impacts the quality and integrity of results of the Company as a whole. Assistance for unusual situations is provided and your supervisor is readily available to provide direction and guidance when necessary.

MINIMUM QUALIFICATIONS & SKILL REQUIREMENTS

- University or college graduation or diploma;
- 5 to 15 years of related work experience;
- Completed, enrolled and or actively pursuing completion of recognized accounting designation;
- Excellent oral and written communication skills;
- Good initiative and self-motivation; works well with minimal supervision;
- Ability to learn quickly;
- Proficiency in Microsoft desktop software and accounting applications;
- Excellent attention to detail and strong analytical skills;
- Ability to work with others in team environment;
- Flexibility to undertake a variety of assignments;
- Ability to organize and prioritize job duties; and,
- Excellent organizational skills, detail-oriented.

WHY JOIN ELECTRA BATTERY MATERIALS?

Together, we will power a better path forward. Be a part of a fast-growing team, as we succeed in becoming a North American fully integrated battery materials park, providing

battery grade materials for the electric vehicle revolution. Our success is contingent on the hard work and dedication of our people. Electra Battery Materials rewards team members through:

- Recognition and results-driven compensation
- Training and development opportunities
- Health and wellbeing
- Ongoing communication and two-way feedback

If you are a passionate, committed, and dynamic individual, please submit your resume in confidence to careers@ElectraBMC.com. Please note that only qualified candidates selected for an interview will be contacted.

Electra Battery Materials is an equal opportunity employer. We are committed to providing an environment of mutual respect and we believe that diversity and inclusion among our team members is critical to our success. We are committed to creating an inclusive environment for all employees and decisions to hire or promote will be based on merit, competence, performance, and business requirements.