

COMPANY INFORMATION

Carbonova is a pioneering manufacturing startup leading the charge in sustainability, specializing in carbon capture technology to produce advanced carbon nanofibers. Our commitment to environmental responsibility, innovation, and excellence positions us at the forefront of the green manufacturing revolution. Through a novel chemical catalytic process, Carbonova is converting greenhouse gases (carbon dioxide and methane) into solid carbon products for everyday applications ranging from construction materials and plastics to electronics. Our commitment to environmental responsibility, innovation, and excellence positions us at the forefront of the green manufacturing revolution.

We are seeking an experienced Vice President of Finance who will play a critical role in shaping the financial strategy of the company, with a primary focus on investor relations, capital raising, and oversight of accounting and control. This position requires a dynamic and experienced financial leader who can effectively communicate with investors, manage financial reporting, and develop finance strategies aligned with business objectives.

POSITION INFORMATION

As Vice President of Finance, you will lead the organization in developing and implementing financial strategies through rapid expansion. You will optimize our finance processes, and ensure transactions support the overall business strategy while conforming with applicable laws and regulations. On a regular day you will collaborate with the Executive team in creating strategies that support the company's long-term business goals, monitor financial performance, and create and present detailed financial models and scenario analysis. This position requires highly advanced excel skills to review and report on business financials.

As a relationship builder, the Vice President of Finance will be responsible for establishing and maintaining relationships with potential investors, presenting financial information and business updates. You will organize and manage investor meetings and events with a focused approach on raising capital and making sound financial decisions while implementing investor relations strategies.

The successful incumbent has significant experience and exposure to investor relations and a proven track record in raising capital as part of a start-up team. Experience in Series A and Series B capital raising, as well as project fundraising, is crucial for a Vice President of Finance because these activities directly impact the company's ability to secure necessary funding and drive business growth.

This position operates in a dynamic start-up environment where change is constant. You are adaptable, flexible, innovative and driven, while grounded by logic, and business best practice. The Vice President of Finance will prove a consistent partner and leader in problem solving and evaluation of time-sensitive decision-making. They are equipped to conduct competitive analysis and market research to inform data driven decision-making. They demonstrate an effective approach to people leadership and the ability to build and lead cohesive and highly productive teams. The ideal candidate is progressive, a strategic large-scale thinker, with knowledge of regional and global finance processes critical for business and organizational success.

This position is based in Calgary, Alberta Canada and daily in-office work is required. Relocation assistance may be provided. The targeted base compensation for this position is CAD 225K - CAD 250K with annual bonus and long-term incentives. For more information on the organization, visit <https://www.carbonova.com>

KEY RESPONSIBILITIES

Investor Relations

Investor Communication:

- Develop and maintain strong relationships with current and potential investors.
- Prepare and present clear, compelling financial information and business updates to investors.
- Organize and manage investor meetings, conference calls, and annual shareholder meetings.
- Attend financing and investor events on behalf of the company.

Reporting and Compliance:

- Oversee the preparation of appropriate financial reports, ensuring compliance with regulatory requirements.
- Ensure timely and accurate dissemination of financial results and other material information to investors.

Market Analysis:

- Conduct competitive analysis and market research to provide insights to investors.
- Monitor and analyze financial performance metrics and communicate trends to the executive team.

Strategic Planning:

- Collaborate with senior management to develop and implement investor relations strategies that align with business goals.
- With guidance from the CEO and Senior Finance Advisors, raise capital for corporate equity and project finance for manufacturing facilities.

Accounting and Control Oversight

Financial Reporting:

- Ensure accurate and timely preparation of financial statements in accordance with appropriate accounting standards.
- Review and oversee monthly, quarterly, and annual close processes.

Internal Controls:

- Develop and implement robust internal controls to safeguard company assets and ensure financial accuracy.
- Conduct regular reviews and audits to ensure compliance with internal policies and external regulations.

Team Management:

- Lead and mentor the accounting team, including direct oversight of Controller, providing guidance and professional development opportunities.
- Foster a collaborative and high-performance culture within the finance department.

Finance Strategy Development

Strategic Alignment:

- Collaborate with the executive team to develop and implement financial strategies that support the company's long-term business goals.
- Analyze financial performance and provide strategic recommendations to enhance profitability and growth.

Budgeting and Forecasting:

- Lead the annual budgeting process and develop financial forecasts, overseeing work done by Controller and accounting team.
- Monitor financial performance against budgets and forecasts, providing variance analysis and action plans.

Risk Management:

- Identify financial risks and develop mitigation strategies.
- Ensure compliance with financial regulations and standards to minimize risks.



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CANDIDATE PROFILE

Education and Certification/License Credentials

Bachelor's degree in Finance, Accounting, or a related field; MBA or CPA preferred.

Functional Competencies

- Minimum of 10 years of progressive experience in finance, with a significant focus on investor relations.
- Strong knowledge of financial reporting standards and regulatory requirements.
- Proven experience in financial strategy development and implementation.
- Ability to Develop Financial models with different business scenarios and sensitivity to share prices.
- Excellent communication, presentation, and interpersonal skills.
- Demonstrated ability to lead and manage a finance team effectively.
- Strong analytical and problem-solving skills.
- Ability to thrive in a fast-paced, dynamic environment.
- Experience and exposure to early-stage funding and financing processes, including Series A and B round fundraising.

Skills and Knowledge

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| <ul style="list-style-type: none">• Corporate Finance• Financial Management• Financial Reporting• Fiscal Management• Accounting Software• Financial Analysis Software• Staffing | <ul style="list-style-type: none">• Pay Decisions• Training- Knowledge• Evaluation• Supervision• Budget• Process- Policies |
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Personal Characteristics

- Entrepreneurial mindset
- "Roll up your sleeves" mentality
- Interest in engaged participation as part of executive team
- Strong interpersonal skills
- Conscientious
- Integrity & Trustworthiness
- Attention to detail
- Tech savvy