



SUSTAINCERT
KNOW YOUR IMPACT

JOB DESCRIPTION

CHIEF FINANCE OFFICER

March 2022



Come join our team of mission-driven individuals with big ideas, tireless optimism and the belief that our work can change the world.

1. ABOUT SUSTAINCERT

At SustainCERT, we help quantify and report on the social and environmental impacts from a wide range of sustainability interventions. Our role is to provide robust evidence of progress towards our collective sustainability goals and ensure climate pledges bring real, meaningful impact on the ground.

We deploy technology to create the next-generation of impact accounting and improve the way carbon emissions are measured, reported and verified: More simplicity, more affordability, more efficiency and always the best level of accuracy and credibility.

We are on a mission to mainstream best-practice for the benefit of all – businesses, people and the planet.

2. ABOUT THE POSITION

Reporting to the Chief Executive Officer, the Chief Finance Officer will be a critical member of the leadership team tasked to create a culture of visibility and accountability and to support the company during its accelerated growth phase.

He/she will be responsible for long-term value creation through an in-depth understanding of the business and close collaboration with management team.

He/she will be responsible for oversight of all ongoing financial planning and analysis processes and will proactively drive the transformation of the finance function in support of the company's SaaS transition. He/she will oversee the finance and accounting team which currently include 3 FTE and external providers.

The Chief Finance Officer will play a critical role in transitioning SustainCERT towards a software as a service company and in supporting the company during a fast growth phase which includes the preparation and delivery of its next funding round.

This is a tremendous opportunity for a strong leader to maximize and strengthen the internal capacity of a fast moving, high-impact organization.

SustainCERT is headquartered in Luxembourg with offices in Luxembourg and Amsterdam. This position is based in Amsterdam.

3. PRIMARY RESPONSIBILITIES AND TASKS

Key Responsibilities

1. Oversee and optimise all financial management processes:
 - Lead budgeting, reporting and planning processes



- Oversee SustainCERT finance and accounting team to ensure timely and accurate monthly, quarterly, and year-end financial and non-financial reporting
 - Oversee annual audit process
 - Keep the CEO abreast of matters affecting the financial status of the company
 - Deliver concise yet fit for purpose CEO and board briefings on the financial health of the company
 - Enhancement of financial management processes to drive better decisions in support of accelerated growth
2. Support the company in its fast growth phase
- Ensure continuous review of pricing as the company releases new product features and expands its offering
 - Produce monthly & quarterly reporting with relevant Saas, impact and OKR metrics
 - Update the business plan as required
 - Actively support the company in preparing and delivering its next funding round

4. QUALIFICATIONS

- At least 15 years of overall professional experience; ideally 10-plus years of senior financial leadership experience in fast growing software companies
- Commitment to SustainCERT vision, mission and values
- Excellent understanding of financial accounting and financial management requirements, ideally in a Saas context
- Previous experience successfully completing fundraising processes
- Experience producing reports for board and investors
- A successful track record in setting priorities; sharp analytic, organization and problem solving skills which support and enable sound decision making
- Excellent communication and relationship building skills with an ability to prioritize, negotiate, and work with a variety of internal and external stakeholders
- A multi-tasker with the ability to wear many hats in a fast-paced environment
- Personal qualities of integrity, credibility, and dedication to combatting climate change
- Strong team player
- Excellent communication and interpersonal skills
- Ability to work independently and on own initiative
- Minimum of a BA, ideally with a related graduate degree

5. RECRUITMENT PROCESS AND TIMELINE

Please send a cover letter and resume to recruitment@sustain-cert.com, the position will remain open until a suitable candidate is found. Candidates selected for a first round interview will be notified by email. Please note that we will not notify you directly if you are not selected for an interview.