



JOB DESCRIPTION

Title: Accountant

Department: Finance
Reports to: Controller

About Us:

InMed Pharmaceuticals is a Nasdaq/TSX listed clinical-stage pharmaceutical company developing a pipeline of cannabinoid-based medications, initially focused on the therapeutic benefits of cannabidiol ("CBD"), in diseases with high unmet medical need. The Company is dedicated to delivering new therapeutic alternatives to patients that may benefit from cannabinoid-based medicines. For more information, visit www.inmedpharma.com.

About the Opportunity:

The Accountant will be responsible for coordinating the Company's accounting needs and ensuring the Company's accounting procedures conform to generally accepted accounting principles and comply with Sarbanes Oxley Regulations.

Major Responsibilities:

Financial

- Prepare monthly bank reconciliations
- Prepare reconciliation of balance sheet accounts and supporting documents on a quarterly basis
- Monitor internal controls to ensure that accounting activities are in accordance with established legal, regulatory and company policies and procedures
- Assist with the preparation of quarterly and annual financial statements and MD&A
- Coordinate year-end audit and interim reviews including liaising with external auditors and handling all requests and queries
- Prepare quarterly variance analysis report

Treasury

- Assist with the treasury tracking system (Shareworks) and related spreadsheets

Accounts Payable

- Oversee accounts payable functions

Payroll

- Process semi-monthly payroll
- Maintain the ADP Database

Other

- Assist all departments with ad hoc financial analysis
- Other duties as assigned

Requirements and Qualifications:

Education:

- Enrolled in the CPA program

Experience:

- A minimum of 2 years of relevant experience

Skills & Competencies:

- Excellent organizing and analytical abilities
- Strong understanding of accounting and financial reporting principles and practices
- Familiarity with one or more general ledger systems
- Strong analytical skills with the ability to perform quantitative and qualitative analysis
- Ability to work independently
- High standards of ethical business and personal conduct combined with a commitment to operational excellence including attention to detail
- Not afraid to ask questions

If you are interested in this position and meet or exceed the requirements defined in the job description, please email your cover letter and resume to hr@inmedpharma.com.

Applications will only be considered from candidates eligible to work in Canada.

We would like to thank everyone who submits an application. Due to the volume that we receive, only those candidates selected for interviews will be contacted.