



Burford Capital Limited SEC Reporting Manager

Burford Capital is the leading global finance and asset management firm focused on law. Its businesses include [litigation finance](#) and [risk management](#), [asset recovery](#) and a wide range of legal finance and advisory activities. Burford is publicly traded on the New York Stock Exchange (NYSE: BUR) and the London Stock Exchange (LSE: BUR), and it works with companies and law firms around the world from its principal offices in New York, London, Chicago, Washington, Singapore and Sydney.

The Firm is seeking to add a SEC Reporting Manager for our growing Finance team. This newly created position will be an integral part of the external reporting process and will help to design, implement, and fully manage a quarterly reporting process. The ideal candidate will be a CPA with experience in public company SEC reporting in the financial services industry.

The role will report to the Senior Vice President of Finance and Head of External Financial Reporting and is based in Burford's New York office.

www.burfordcapital.com

COMPANY OVERVIEW

Burford Capital is the largest and most experienced provider of commercial finance to the legal sector in the world, with a core expertise in identifying and optimizing the value of legal assets for companies and law firms. Since its founding in 2009, Burford has worked with hundreds of law firms and corporations, including 93 of the AmLaw 100 and 90 of the Global 100 largest law firms. Our team has grown from five people at the end of 2009 to over 140 people today, including over 65 lawyers.

Burford possesses the resources and expertise of a large company while retaining the flexibility and creativity of a startup. Team members are smart, creative, collaborative, curious, and confident. Everyone rolls up their sleeves to perform and engage collectively for the overall success of the business. Burford values rigorous thinking, clear communication, and efficient execution.

Burford pays base salaries consistent with the financial services industry and favors incentive compensation to reward performance. Burford provides competitive health care benefits and a 401k matching program.] Burford Capital is committed to increasing diversity and maintaining an inclusive workplace culture. We welcome applications from all qualified candidates regardless of

their ethnicity, race, gender, religious beliefs, sexual orientation, age, marital status, whether or not they have a disability.

POSITION REQUIREMENTS

- Responsible for the coordination and preparation of financial statements and related disclosures for Burford's current annual and interim SEC reporting as a Foreign Private Issuer (FPI) on forms 20-F and 6-K.
- Leads the anticipated transition to becoming a US domestic quarterly filer on forms 10-Q and 10-K, currently expected in 2023 depending on FPI status.
- Participates in the review of supplemental data and other public deliverables to ensure accuracy and consistency with SEC filings and internal reports and documents, as well as compliance with SEC rules governing non-GAAP metrics.
- Acts as initial lead preparer for financial statement disclosures, in particular those required under ASC 820 Fair Value Measurement.
- Serves as primary audit contact in dealing with our external auditors.
- Participates in the interpretation and analysis of new pronouncements, standards or guidance made by the FASB, SEC or other authoritative bodies that have jurisdiction over the Company to assess the financial statement impact and the implementation of accounting-related changes to ensure compliance.
- Researches and prepares technical accounting memos.
- Prepares internal presentations for management reporting on a monthly basis
- Assists and supports the Investor Relations team with answering questions from analysts and investors as needed.
- Performs other ad hoc projects as needed.

SKILLS DESIRED

Qualifications & Experience

- Bachelors' Degree in Accounting is required; CPA is preferred
- At least five years of progressive accounting experience, including at least three years of SEC reporting
- Prior experience designing, implementing, and documenting policies and procedures in a SOX environment
- Preferred experience in financial services (asset management, private equity, specialty finance or banking)
- Strong organizational, attention to detail and communication skills will be essential to this role
- Demonstrated experience designing and running a reporting process
- Experience creating technical accounting memos
- Experience working with and managing external auditors
- Proficient in the application of US GAAP standards and accounting principles to complex and new business activities