



CareDx, Inc., headquartered in Brisbane, California, is a global molecular diagnostics company focused on the discovery, development and commercialization of clinically differentiated, high-value diagnostic solutions for transplant patients. CareDx offers AlloMap®, a gene expression test that aids clinicians in identifying heart transplant patients with stable graft function who have a low probability of moderate to severe acute cellular rejection. CareDx is developing additional products for transplant monitoring using a variety of technologies, including AlloSure®, a proprietary next-generation sequencing-based test to detect donor-derived cell-free DNA after transplantation.

CareDx, with its presence through Olerup, also develops, manufactures, markets and sells high quality products that increase the chance of successful transplants by facilitating a better match between a donor and a recipient of stem cells and organs. Olerup SSP® is a set of HLA typing used prior to hematopoietic stem cell/bone marrow transplantation and organ transplantation. XM-ONE® is the first standardized test that quickly identifies a patient's antigens against HLA Class I, Class II or antibodies against a donor's endothelium. For more information, please visit: www.CareDx.com.

SEC Manager

Reporting to the Associate Director of Finance, the SEC Manager will play a critical role in the completion of the SEC filings. This individual will be responsible for staying current on technical accounting pronouncements and ensuring timely filings. The SEC Manager will also own certain SOX cycles and work towards enhancing the internal control environments of the international and domestic entities in this growing company.

The SEC Manager will be responsible for:

- Preparing financial statements 10-K, 10-Q, and other filings and related footnote support;
- Managing the XBRL process and electronic Edgar requirements;
- Analysis of technical accounting updates and update of technical accounting memos;
- Preparation of our press release financials and other Audit Committee materials;
- Key contributor towards our Sarbanes-Oxley compliance efforts; and
- Providing guidance to our regional accounting teams on control processes and best practices.

Qualifications:

- Bachelor's degree in a finance/accounting;
- 3+ years Big 4 public accounting experience required;
- Strong technical accounting background - CPA qualification or similar required;
- Currently working in an SEC or technical role, preferred;
- Self-starter with experience of managing projects and monthly processes to tight deadlines;
- Very strong communication skills, ability to develop good working relationships, adept at working individually and as part of a cohesive team;
- Knowledge of reporting software or XBRL tagging preferred;

- Attention to detail and ability to analyze processes for data and problem solve; and
- Ability to travel internationally, if necessary.

Additional Information:

Benefits & Perks: We provide Medical, Dental, Vision and Life Insurance, Flexible Spending and Dependent Care, Commuter Accounts, 401(k) match, 3 weeks of vacation, 5 days sick leave, 1 personal floating holiday, 9 paid holidays, gym reimbursement, yoga onsite, ping pong, foosball, BBQ's, social hours, and more!

Please send cover letter and resume to: HR@CareDx.com

CareDx, Inc. is an Equal Opportunity Employer.

Staffing Agencies and Recruiters:

We appreciate your interest in CareDx, Inc. To develop a working relationship with us, we ask that you please contact our Human Resources Dept. at HR@CareDx.com. All employment openings are managed through our Human Resources Dept. The CareDx, Inc. hiring managers and employees will not accept unsolicited resumes from any source. Submission of unsolicited resumes in advance of an agreement between the Human Resources Dept. and the recruiter does not create any implied obligation on the part of CareDx, Inc. **Therefore, we request that recruiters do not contact employees directly in an attempt to present candidates.** We thank you in advance for your cooperation and look forward to possible job search collaboration in the future!