



## JOB DESCRIPTION

<b>Position Title:</b>	Financial Reporting Manager	<b>Position Type:</b>	Exempt
<b>Department/Group:</b>	Accounting	<b>Location:</b>	Dallas
<b>Reports To:</b>	Assistant Controller, Financial Reporting	<b>Direct Reports:</b>	0

### Company Description

Kosmos Energy is a full-cycle deepwater independent oil and gas exploration and production company focused along the Atlantic Margins. Our key assets include production offshore Ghana, Equatorial Guinea and U.S. Gulf of Mexico, as well as a world-class gas development offshore Mauritania and Senegal. We also maintain a sustainable proven basin exploration program in Equatorial Guinea, Ghana and U.S. Gulf of Mexico.

As an ethical and transparent company, Kosmos is committed to doing things the right way. The company's Business Principles articulate our commitment to transparency, ethics, human rights, safety, and the environment. Read more about this commitment in our Corporate Responsibility Report. For additional information, visit [www.kosmosenergy.com](http://www.kosmosenergy.com).

### Basic Function

The Financial Reporting Manager will focus on all SEC and SOX matters; working in partnership with the Assistant Controller of Financial Reporting and Controller to provide timely and accurate internal and external financial reporting information. This role will play an active role in identifying, researching, evaluating, and accurately applying all relevant accounting considerations for technical accounting matters, SOX requirements and significant transactions entered into by the Company. This role will also be responsible for ensuring the timely completion of our foreign subsidiary statutory audits and other local filings.

### Essential Responsibilities and Job Duties

- Provide leadership in financial reporting & analysis efforts including:
  - Assists in the preparation and review of the Quarterly and Annual Reports on Form 10-Q/K, ensuring timely and accurate financial reporting. This includes tie-out of financial information to supporting documentation and the coordination of review and sign-off on such filings by management, external auditors and the Audit Committee.
  - Assist in preparation of monthly internal financial reporting and supporting schedules.
  - Provide detailed monthly financial statement financial and operational analytics.
  - Provide leadership and perform research on technical accounting issues, including preparation of technical accounting memorandums.
  - Research and assess impact of recent accounting pronouncements, including financial reporting and disclosure impact, ensure timely adoption, and prepares technical memos to support the Company's implementation.
  - Assist with accounting for significant transactions entered into by the Company.
  - Regular interface with external independent auditors.
  - Assist in the coordination of the annual audit and quarterly review activities of external auditors and manage communications with external auditors on accounting issues.
  - Assist with preparing corporate reporting requirements.
  - Assist in documentation and monitoring of SOX and other internal controls.
  - Assist in the preparation and completion of various local statutory reporting requirements for foreign subsidiaries.
- Maintains policies and procedures and related SOX documentation.



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- Contributes to presentations for management and the Audit Committee, as appropriate.
- Fosters proactive and positive working relationships with cross-functional departments (Legal, Finance, Accounting, Tax, Operations, etc.) to ensure timely and accurate receipt of information required for financial reporting.
- Provides timely and accurate information to resolve reporting-related queries from various cross-functional departments.
- Participate in establishing the Company's Environmental, Social, Governance program including establishing internal controls to monitor and report the Company's initiatives.
- Support the month-end close process.
- Leads and/or participates in special projects, analysis, duties and responsibilities as necessary.

### **Qualifications and Education Requirements**

- 5 - 8+ years of financial reporting experience, with heavy exposure to SEC financial reporting requirements, including public accounting (Big 4).
- Oil and gas accounting industry experience is a plus.
- Bachelor's degree in Accounting.
- Certified Public Accountant (CPA).
- Able to work in a fast-paced environment.

### **Attributes**

- Exceptional productivity skills. Can be relied on to get the job done accurately and on time.
- Must have a strong work ethic, and a reputation for the highest degree of integrity and mature business judgment.
- Thrives in an entrepreneurial environment. Must be an energetic self-starter with a passion for their work. An engaged, "hands on" team player.
- High achiever. Highly motivated, and relish the challenge at hand.
- Someone who readily generates ideas; shows creativity and ingenuity and provides solutions.
- A very confident professional who constantly raises the bar and presses the organization toward a higher level of achievement.
- Has little need for close management supervision and direction and is comfortable and effective in an informal operating environment.
- Ability to handle and protect sensitive information in a confidential and professional manner.
- Highly developed analytical and communication skills.
- Ability to work with and communicate with people at all levels of the organization.
- Ability to develop financial and operational models.
- Ability to be flexible and able to work as part of a team.
- Strong understanding and experience in accounting and financial reporting.
- Highly detail oriented and organized in work.
- Maintain a professional and positive work environment.
- Proficient with Microsoft Office applications, including super-user of Excel.



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### Physical Requirements and Working Conditions

Must possess mobility to work in a standard office setting and to use standard office equipment (computer, printer, copier, etc.) stamina to maintain attention to detail despite interruptions, strength to lift and carry files weighing up to 25 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone.

All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, age, marital status, pregnancy, genetic information, or other legally protected status.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	