

## **Job Title: Associate Director, Finance**

### **Job Type: Full-Time**

### **Location: Office Based in Waltham, MA or Remote**

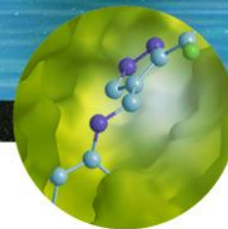
### **The Opportunity:**

The Associate Director, Finance provides analysis and reporting on commercial contracts and financial support to internal operations. Ensures project financials are properly monitored and managed in pursuit of maximizing project profitability and cash flow. Provides analytical and decision-making support to leadership to achieve business and financial objectives. The position will report to the Chief Operating Officer.

### **Responsibilities**

- Supports Business Development, Alliance Management and Research leads related to financial issues with a focus on adhering to the contractual terms and conditions.
- Supports Business Development & Alliance Management in contract negotiations, issue resolution, related to financial matters and provides supporting financial analyses and reporting to support decision making.
- Generates the metrics related to the financial performance of assigned portfolio of clients/contracts with responsibility for financial forecasting.
- In conjunction with financial information generated by our Accounting Department, prepares monthly reporting and analysis to board of directors, sponsors and internal stakeholders, including financial data, presentations and analysis.
- Reviews and approves contract and budget values used for revenue recognition and audit in partnership with accounting.
- Analyze financial results to understand variances to plan and make recommendations to provide X-Chem's Executive Committee to support decisions as needed.
- Ability to effectively summarize and communicate, either in writing or orally, complex financial concepts to business partners who may not have a financial background.
- Recommend and implement methods to increase the quality of information provided to internal business partners and external stakeholders
- Provides ad hoc reporting, analysis, and special project results to Executive Committee management and clients as requested.
- Consistent with the future growth of the business, may manage staff, which may include interviewing and selection, job description preparation, professional development, goal setting, performance management, coaching and mentoring, employee counseling, and separations. Approves courses of action on salary administration, hiring, corrective action, and terminations. Reviews and approves time records, expense reports, requests for leave, and overtime.

Why you should join us:



X-Chem offers highly competitive compensation based on prior experience and qualifications as well as comprehensive benefits in order to best support our people. Benefits we offer includes: 100% Paid Medical, Dental, STD/LTD and Life Insurance; 12 Paid Holidays; 22 days PTO; Tuition Reimbursement; Flexible Spending account for both medical and dependent care; weekly social hour; Summer Hours and company events. Our work environment includes casual dress, bike storage, free parking, and wellness perks.

## **About us:**

X-Chem is a privately held biotechnology company whose mission is to apply its innovative drug discovery capabilities to the discovery of compounds against novel therapeutic targets.

X-Chem offers a stimulating, casual, and fun working environment; plus a competitive salary and benefits package, stock option incentives, and the opportunity for all employees to grow with the Company. X-Chem is an equal opportunity employer that complies with all applicable national, state and local laws governing nondiscrimination in employment as well as employment eligibility verification requirements of the Immigration and Nationality Act. All applicants must have authorization to work in the United States.

## **EEO Statement:**

X-Chem is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.

## **Apply Now**

**Job Code** JL01

**Contact Name** Human Resources

**Email** [careers@x-chemrx.com](mailto:careers@x-chemrx.com)

**Position Location** Waltham, MA