

Head of Finance

TATAA is a fast-growing company with two decades of history and is recently backed by a life sciences investment firm. The company is comprised of a team of scientists providing laboratory services, products and education / training services across a broad range of nucleic acid analysis technologies including PCR, NGS and proteomics. The company serves a variety of pharma, biotech and academic customers. This position offers an exciting opportunity to get involved early on in setting up TATAA for its next phase of growth.

Description

TATAA is recruiting a passionate cross functional leader to be Head of Finance & Analytics. The scope of this role encompasses leading the company's finance and accounting operations (including oversight of the general ledger and monthly close, tax, accounts receivable and payable, payroll, fixed assets, NetSuite implementation and administration, among other duties), lead the building of the company's finance function, and lead other strategic initiatives to grow the company and meet/exceed objectives.

Responsibilities include: financial/accounting activities such as FP&A, internal control, risk management, capital allocations / investments and special projects.

Responsibilities

- Maintain a system of policies and procedures that impose an adequate level of control over all accounting and treasury activities.
- Maintain a documented system of accounting and finance policies and procedures.
- Assist with annual budgeting process.
- Assist with financial analyses as needed, in particular for capital investments and contract negotiations.
- Maintain the relationship with external auditors and coordinate the annual audit.
- Maintain the relationship with bankers and oversee bank account activity.
- Perform accounting research for new accounting issues and develop plans to implement the new item into the accounting workflow.
- Complete bank reconciliations on a monthly basis to facilitate the financial close and provide segregation of duties.
- Responsible for global consolidation process and overall accuracy of financial statements.
- Oversee preparation of monthly financial statements, review and provide to the CEO.
- Oversee the month-end close process and provide guidance on accounting issues and other projects/issues as they arise during this process.
- Manage Company's vendor payment schedule.
- Maintain the Company's bank, prepaid, and other current assets, fixed asset, intangible assets, debt, accrued liabilities, and other basic account reconciliations, including month end close responsibilities.



tataabiocenter

Odinsgatan 28
411 03 Göteborg

Tel: +46 31 761 57 00 Fax: +46 31 15 28 90
www.tataa.com

Minimum Qualifications

- Bachelor or Master's degree in Accounting or Finance.
- 5+ years of relevant experience.
- Prior experience working with PE/VC investors preferred.
- Previous experience in building/transforming an organization's finance/accounting function.
- Experience implementing/maintaining accounting systems and developing reporting and analytics capabilities.
- Prior acquisitions experience is preferred (financial due diligence, closing and integration).
- Excellent verbal and written communication skills, including ability to effectively communicate with the Board of Directors.
- A hands-on, take charge financial professional with strong financial and analytical skills.
- Highest level of integrity and dependability with a strong sense of urgency and results orientation.

Employment offer

Position: Full time

Placement: Gothenburg, Sweden

Start date: upon agreement

Application

Interviews start: 2021-05-01

Application shall be sent by email and include motivation letter, cv, and contact information to references to jobs@tataa.com. Indicate in email heading "CFO".

Company headquarter address

TATAA Biocenter

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Sweden

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