

## Senior Manager, Financial Planning and Analysis

### Company

Visterra, Inc., is an innovative biotechnology company that uses its Atomic Interaction Network technology to identify unique disease targets and design effective first-in-class antibody-based therapeutics. Visterra's technology offers an innovative approach to the well-established pharmaceutical market for complex diseases, with the ability to identify new targets and engineer novel antibodies to be broadly effective in combating complex diseases with growing global unmet medical needs. Visterra's exciting pipeline includes VIS410, a human monoclonal antibody designed to offer truly broad-spectrum treatment of influenza A that is currently in clinical trials; VIS513, a monoclonal antibody to treat all four serotypes of dengue virus; VIS649, a monoclonal antibody in development as a treatment for Immunoglobulin A nephropathy, and several other early stage candidates targeting infectious diseases, cancers and kidney disease.

Visterra is a wholly-owned subsidiary of Otsuka America, Inc., which is a U.S. holding company and a wholly owned subsidiary of Otsuka Pharmaceutical Co., Ltd. of Japan. Visterra has approximately 70 employees and is located in Waltham, Massachusetts.

### Summary

Reporting to the Vice President of Finance and Controller, the Senior Manager, Financial Planning and Analysis ("FP&A") will be responsible for the annual budgeting and quarterly forecast process as well as assisting in the financial decision-making processes in collaboration with group leaders and the management team, as necessary.

### Responsibilities

- Collaborate across the organization to develop annual budgets, forecast updates and assist in the development of strategic long-range financial and workforce plans.
- Deliver monthly financial, cap-ex, and headcount reports, proactively outlining key insights or trends that require attention and identifying potential cost savings and allowable budget tradeoffs.
- Work collaboratively with accounting team, providing support during close cycles, to ensure alignment of reporting and analytics with forecast and budget elements.
- Analyze budget to actual variances.
- Provide ad-hoc financial analysis to group leaders for decision-making support.

- Prepare clinical accrual for monthly and quarterly accounting close and prepare forecast for these expenses.
- Assist in the quarterly research and development tax credit analysis.
- Assist in internal, government and financial statement audits.
- Ensure appropriate set-up of contract purchase orders in the accounting system.
- Assist R&D, G&A and Legal teams in developing budgets for long term contracts, particularly R&D contracts, prior to execution.
- Drive process improvements in the forecasting/budgeting processes, including improvements and maintenance of the financial planning tool, Adaptive Insights.
- Performs other duties as required.

## Requirements

- **Collaboration and Teamwork:** Advanced competence in collaboration and teamwork, communications influence, strategic agility, planning and organizing, driving results, and problem solving.
- **Productivity/Organizing/Planning:** Meets deadlines, demonstrates effective use of time, and handles multiple assignments simultaneously.
- **Communication/Presentation Skills:** Excellent ability to convey both written and verbal information effectively and efficiently and present information to all levels of audiences.
- **Willingness to Acknowledge Areas for Growth:** Understands need for growth and is receptive to constructive feedback.
- **Leadership:** Strong ability to establish and communicate clear visioning that team members willingly follow; provide information, knowledge and methods to realize that vision; coordinate and balance conflicting internal and external interests; ability to influence decision-making in a diplomatic manner. Able to navigate team smoothly through difficult situations.
- **Strategic Thinking:** Capable of thinking conceptually, imaginatively, systematically, and opportunistically to achieve company goals.
- 7-10 years of experience in accounting or finance, planning and analysis position.
- Bachelor's Degree in Accounting, Finance, or related discipline.
- A CPA or MBA is preferred.
- Bio/Pharma industry experience is preferred.
- Understanding of U.S. GAAP and IFRS.
- Organized and strong attention to detail.
- Knowledge of Adaptive Insights preferred.



275 Second Avenue, 4<sup>th</sup> Floor · Waltham, MA 02451  
Tel: 617-498-1070

[www.visterrainc.com](http://www.visterrainc.com)

- Strong accounting, internal controls, analytical, critical thinking and problem-solving skills
- Strong communication skills and a collaborative mindset, particularly with cross-functional teams and relationships.
- Ability to work in a fast-paced dynamic environment with changing priorities, forward thinking with flexibility to support multiple development programs simultaneously.
- Ability to tell a story and tailor that story to the audience; understand the big picture.
- Ability to analyze data and summarize findings

*Visterra provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.*