



## Vice President of Finance

**Job Type:** Full time, Permanent

### About Virica

Founded in 2018, Virica Biotech has pioneered a new product category (termed Viral Sensitizer, VSE), to address fundamental bottlenecks in the production of viral-based vaccines and oncolytic viruses, as well as gene and cell therapies. We are a diverse group of scientific and business development professionals with expertise in virology, high-throughput screening, design of experiments, and commercialization. Virica offers an exciting, fast-paced, and positive work environment. Virica is seeking to add a professional and experienced Vice President of Finance to our growing organization! Check us out at [www.viricabiotech.com](http://www.viricabiotech.com).

### About the Role:

The Vice President of Finance will be responsible for developing and directing the company's financial reporting and forecasting in a high growth environment. The Vice President of Finance responsibilities include overseeing accounting operations, gathering and analyzing financial data and preparing financial reports. Ultimately, the VP will work directly with the Executive team to ensure our operations remain on track to hit our target goals.

### Salary

Commensurate with experience and education, with generous benefits package and company options, family leave provisions, and opportunities for professional development

### Duties and Responsibilities:

- Serve as a financial advisor to the CEO and executive team for strategic planning purposes
- Oversee all sides of accounting operations, including payables, receivables, payroll, and tax preparation
- Develop appropriate tracking methods for revenue and expenses.
- Upgrade and implement an appropriate system of policies, internal controls, accounting standards, and procedures.
- Oversee development, oversight, and management of the organization's investment plan
- Lead and manage the budgeting process
- Gather financial data for analysis and forecasting with respect to profits, trends, costs, and compliance
- Coordinate the preparation of annual, quarterly, and monthly reports
- Manage insurance coverage for the organization, including compliance
- Represent the Finance department in cross-sectional initiatives and communications
- Support fundraising or transactions as necessary



- Process the financial activities of an organization to maximize a company's profits and plan for its growth
- Ensure a company complies with tax laws and regulations specific to that industry

#### Required Qualifications/Skills:

- Proven work experience as a VP of Finance or similar role
- Proven track record of success facilitating progressive organizational change and development within a growing organization
- In-depth knowledge of financial benchmarking, accounting, audit and tax compliance and other regulatory matters
- Adept in fiscal management principles and processes, including resource management and needs assessment
- Possesses critical knowledge of federal and provincial tax laws as well as basic accounting issues
- CPA preferred
- A bachelor's degree in finance or accounting is preferred

#### Asset Qualifications/skills:

- Self-reliant, good problem solver, results oriented Excellent judgment and creative problem-solving skills including negotiation and conflict resolution skills
- Strong mentoring, coaching experience to a team with diverse levels of expertise
- Superior management skills; ability to influence and engage direct and indirect reports and peers
- Energetic, flexible, collaborative, and proactive; a team leader who can positively and productively impact both strategic and tactical finance and administration initiatives. Critical thinking
- Exceptional written, oral, interpersonal, and presentation skills and the ability to effectively

#### Working Conditions:

The successful candidate will work remotely or work Hybrid in Toronto or Ottawa, Ontario, in addition to available office space, or at such other locations as may be mutually agreeable. The Employee shall supply their own mobile phone. Virica will provide a laptop and required computer software for the duration of the employment term.

#### Travel

The candidate may be on occasion required to travel for training purposes or for company-wide events.

#### Contact

Please forward a copy of your CV/resume (not to exceed two pages) and a cover letter, if you wish, to our Manager of HR and Corporate Compliance at, [frenaud@viricabiotech.com](mailto:frenaud@viricabiotech.com)

Only candidates that best match the job description will be contacted. However, we thank you for your interest and invite you to visit our website for future opportunities should we not move forward with your candidacy for this role