

Chief Financial Officer

The Company:

OrganaBio is a Miami-based CDMO that manufactures clinical (cGMP) grade cells for cancer immunotherapy and regenerative medicine drug developers. OrganaBio's vision is to accelerate the development of these drugs by giving developers access to (i) fresh and scalable tissue supplies; (ii) cell isolation, purification, expansion and characterization services; (iii) process development services; and (iv) clinical grade manufacturing services. At OrganaBio, we empower our customers' people, process and products on their journey to commercialization. Our team is comprised of highly motivated individuals who thrive in a fast-paced environment and are adept (and like) to deal with different tasks within a work week. Medical, dental, vision and 401(k) benefits are included with full time posted positions.

The Role:

The Chief Financial Officer (CFO) will be the senior most financial professional in the company and be responsible for managing the finances of a very fast-growing and entrepreneurial company involved in multiple biological businesses.

These businesses include donor collection centers and cell isolation and manufacturing operations. Responsibilities include all finance functions, including financial and expense projections, product and service cost analysis, financial and funding strategy, fundraising, investor relations, deal analysis, financial reporting, compliance, controls, budgeting, pricing, tax, real estate, and treasury.

The CFO will be a member of the Leadership Team and report to the Chief Executive Officer. The Controller will report to the CFO and additional reporting personnel and departments may be added in the future. The successful candidate must feel comfortable managing a number of activities at once and be prepared for growth.

Primary Job Responsibilities:

- Financial
 - Create and maintain relationships with:
 - Real estate financing partners
 - Equipment financing partners
 - Trade vendors
 - Oversee the implementation of a scalable accounting and financial system, such as QuickBooks Enterprise, NetSuite or Dynamics 365
 - Manage and coordinate corporate tax returns and 1099 issuances
 - Maintain and expand the firm's employee benefits offerings
 - Ensure adequate and cost-effective insurance coverage
 - Maintain and expand financial controls

- Evaluate the results of financial planning with the Executive Team and Board of Directors
- Analyze and assess areas of cost reduction
- Maintain the firm's expense policy and manage reimbursement
- Manage company credit cards
- Legal
 - Ensure full compliance with applicable federal, state, and local filings
 - Maintain and develop HR policies and coordinate all legal documents with employees, contractors, and consultants
 - Coordinate with outside counsel on ad-hoc legal matters
- Reporting
 - Obtain and organize monthly, quarterly, and annual financials and legal documents
 - Develop financial, operational, and quality KPIs for the business and report on same
 - Maintain up-to-date cap tables
- Investor Relations
 - Manage a fundraising process
 - Assist with diligence requests during fundraising

Primary Job Requirements:

- Bachelor's Degree required, MBA or CFA preferred
- 8+ years experience in financial operations of a high growth business
- Outstanding written and verbal communication skills
- Highest degree of integrity, honesty, professionalism, and maintenance of confidentiality
- Self-directed and detail-oriented
- Occasional overnight business travel expected
- Full time position; on-site in South Miami, Florida

It is strongly preferred that successful applicants for positions are fully vaccinated against COVID-19.

OrganaBio is an Equal Employment Opportunity employer. OrganaBio prohibits any form of unlawful harassment or discrimination against applicants for employment or employees on the basis of any legally protected status entitled to protection under federal, state, or local law.

DISABILITY ACCOMMODATION FOR EMPLOYMENT APPLICATIONS OrganaBio is committed to providing reasonable accommodations to enable applicants with disabilities to have equal opportunity to search for a job opening or apply for a position. Any applicant requiring assistance with our career opportunities website or who needs an accommodation due to a disability, should send an e-mail to careers@organabio.com. This email address is not for general employment inquiries or correspondence. We may only respond to those requests that are related to the accessibility of the online application system due to a disability.