



## Chief Financial Officer (CFO)

### General Job Responsibilities

HepQuant is seeking a dynamic individual to become part of its leadership team as Chief Financial Officer. This individual will be a proactive, team-oriented leader, with med-tech / biotech experience, that is able to thrive in a growing, entrepreneurial organization. This position has broad responsibility across the organization including commercialization strategy, planning, implementing, running, and managing all Finance and Accounting functions. Activities include (but are not limited to) capital markets activities and fundraising, investor relations, investor/partnership compliance, SEC reporting requirements for public company (should that become a requirement), business planning, budgeting, forecasting, federal, state and international tax compliance, annual audits, long range planning, ensuring appropriate tools/systems, business partnerships, modeling, ROI analysis as well as negotiating key contracts. This is a hands-on leadership role that requires the candidate to support both high-level complex finance and accounting responsibilities as well as having the ability to dive into details on a day-to-day basis.

While the CFO role will initially be more “hands-on” with day-to-day finance activities, it is expected that over time this person will lead the recruitment efforts to build a finance team within HepQuant. In addition to the above, this position will manage the company’s IT, and Risk Management/Insurance functions.

**REPORTS TO:** CEO with dotted line to board of directors

**FLSA STATUS:** Exempt

### Primary Responsibilities

- Partner with senior leadership on commercialization and capital raising strategies, business development, partnership development, and strategic planning.
- Assess organizational performance against the annual budget, and the company’s long-term strategy
- Develops tools and systems to provide critical financial/accounting and operational information to the leadership team and make actionable recommendations on both strategy and operations
- Oversees long-term budgetary planning and cost management in alignment with the company’s strategic plans
- Reviews and approves board packages, quarterly and annual shareholder reports
- Develop and maintain an internal control environment required of a public company
- Assess financial risks and opportunities, develop risk management plan
- Potentially oversee the conversion of the company from a partnership to a C Corporation
- Ensures GAAP, tax, legal and regulatory compliance regarding all finance/accounting functions
- Represents the company to business partners, analysts, investors, including financial institutions and auditors
- Develop processes for effective management of working capital
- Managing all short and long-term strategic financial objectives of the company, supporting the executive team with vital financial information and operational analytics, and driving a culture of accountability in managing the business.

### Year 1 Mission Critical Objectives

- Become an indispensable right hand and critical financial advisor for the CEO, President, Board, and Investors.
- Lead our fund-raising and operational initiatives to prepare the organization for commercial expansion following anticipated FDA approval in early 2023.
- Establish a rigorous and disciplined approach to metrics that include reliable financial statements, forecasts, and controls.
- Develop and communicate the group requirements for adequate capitalization for the company on an ongoing basis.

**Preferred Qualifications:**

- Bachelor's degree in a relevant financial discipline, MBA/CPA preferred
- 10+ years of corporate life science or biotechnology experience in roles of increasing responsibility within finance/accounting and business functions
- IPO/S-1, SPAC, VC, M&A or start-up exit experience within biotechnology or pharmaceutical industry
- Demonstrated and significant experience in biotechnology fundraising efforts
- Strong analytical skills with an ability to develop complex models and conduct analysis that identify critical trends, support strategic decision making and create forward visibility
- Ability to analyze and synthesize large amounts of data to identify and present meaningful observations and recommendations
- Strong knowledge of US GAAP, tax, internal controls, and financial reporting required
- Thorough knowledge of financial laws and regulations including working knowledge of SEC regulations and process, and the Internal Revenue Code
- Some international interaction experience preferred
- Must be tech savvy in the use of PC based and ERP software
- Relocation to Denver-metro area required
- Ability to travel from time to time as needed

**ESSENTIAL BEHAVIORS, SKILLS, AND ATTITUDES REQUIRED FOR SUCCESS IN THIS POSITION:**

- Thrives in a fast-paced organization and possessing a hands-on, roll-up-your-sleeves mentality
- Knowledge of and use of management and organizational leadership principles and practices
- Self-directed with the ability to effectively manage competing priorities and work under pressure
- Brings creativity and passion to the organization and possesses a broad institutional perspective while embracing change and innovation
- Excellent communication skills with both internal and external stakeholders
- Analytical thinker with demonstrated ability to perform root cause analysis, prepare and implement action plans, and lead improvement initiatives
- Commitment to HepQuant's Vision and Values (see web site for HepQuant's Vision and Values)
- Proven ability to work collaboratively with colleagues, and teammates to create a results-driven, team-oriented environment
- Skill in taking initiative, exercising sound judgment in problem-solving and decision making
- Skill in developing people and building teams
- Ability to function as a strong member of a highly motivated and integrated management team

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee must occasionally lift and/or move up to 25 pounds (lifting boxes, files, etc.) Specific vision

abilities required by this job include close vision, color differentiation, distance vision, peripheral vision, depth perception and ability to adjust focus. While performing the duties of this job, the employee is required to stand; walk and talk and hear. The employee is frequently required to use hands to finger, handle, or feel and reach with hands and arms. He/she is occasionally required to sit; stoop, kneel, bend, crouch, or crawl.

Position may require occasional travel via airplane, car, and overnight stays in locations with business meetings.

**STATUS:** Full-Time

**LOCATION:** Denver, CO

**SALARY:** \$175k-\$200k+ Commensurate with experience.

**EQUITY INCENTIVE PROGRAM:** Potential for equity incentive participation

**BENEFITS:** Include Medical, Dental, Vision, Short and Long-Term Disability and AD&D, Life Insurance, 401(k) with company match, profit sharing program.

Send your resume to [rpossehl@republic-financial.com](mailto:rpossehl@republic-financial.com)

#### **About Us**

HepQuant, LLC is a clinical-stage liver diagnostics company with unique, patented and patent-pending technology for assessing liver function of patients with chronic liver disease. HepQuant technologies, have been advanced with the intent to profoundly impact the liver disease landscape – including the research, treatment and patient communities – with diagnostic products that are accurate and minimally invasive. HepQuant is focused on becoming the gold standard for measuring liver health across the full spectrum of disease severity in a cost effective and minimally invasive way to patients across the globe.