

Senior Financial Analyst, Commercial Finance Operations

Job ID: 00413874

Job Function

Finance

Schedule

Full-time

Location

United States-California
South San Francisco

Job type

Regular Employee

Company/Division

Pharmaceutical

Job Level

Experienced

Who We Are

At the Roche Group, about 80,000 people across 150 countries are pushing back the frontiers of healthcare. Working together, we've become one of the world's leading research-focused healthcare groups. A member of the Roche Group, Genentech has been at the forefront of the biotechnology industry for more than 30 years, using human genetic information to develop novel medicines for serious and life-threatening diseases. The headquarters for Roche pharmaceutical operations in the United States, Genentech has multiple therapies on the market for cancer and other serious illnesses. Please take this opportunity to learn about Genentech, where we believe that our employees are our most important asset and are dedicated to remaining a great place to work.

The Position

Purpose:

The Senior Financial Analyst position resides within the Commercial Finance Operations group and plays a key role in the direct support of the Commercial brand teams' product marketing activities. The Senior Financial Analyst (SFA) supports the brand teams by: (i) driving month-end close activities through reviewing expense accruals/prepays (ii) financial review of new SOWs/ contracts and purchase requisition/PO set-up (iii) supporting the Commercial planning processes i.e. forecasts updates and tactical plans (v) financial performance reporting and variance analysis (vi) actively leads/participates in process improvement projects within the Commercial Finance Operations team.

Responsibilities:

Directly support multiple/complex brand teams' marketing activities, meet with stakeholders on a regular basis to gain budget allocation and financial spend input, and to provide regular updates on the status of spend as compared to product marketing budgets and forecasts.

• Prepare monthly financial reports and variance analysis comparing actuals to latest forecast (or latest Basel forecast) and budget, and provide insight into remaining forecasted spend and other ad hoc analysis to understand trends of their direct product marketing activities.

• Take on other brand/functional P&L responsibilities to further develop knowledge of the business.

- ¿ Ensure contract policies and processes are followed in a timely and compliant manner focusing on the financial review of vendor agreements and statements of work (SOWs).
- ¿ Support Commercial Finance's ICFR assessment by reviewing / researching the list of out-of-compliance transactions and ensuring that material product marketing arrangements with vendors are covered by purchase orders or other approved contracts and are accrued as appropriate in the financial statements.
- ¿ Identify areas of inefficiency and ineffectiveness and lead projects that improve Commercial financial processes; partner with colleagues, customers and Commercial Finance to assess and implement recommendations in a timely and effective manner.
- ¿ Proactively and accurately communicate on a regular basis with partners in Commercial Finance (Finance Managers and Leads), brand teams, other Commercial organizations, corporate departments (e.g. Legal and Finance) and external vendors.
- ¿ Identify and articulate improvement initiatives aligned with group and departmental goals and actively lead and/or participate in process improvement projects, as required.
- ¿ Serve as a subject matter expert on Commercial finance processes, leveraging in-depth knowledge of Commercial and cross-functional systems, including SAP, T2E and TM1.
- ¿ Take on the "buddy" role to onboard/train new hires and acclimate them to the commercial funding, contract logistics, budget tracking, purchase order set-up, accrual and forecasting processes and related accounting policies and procedures.

Who You Are

- ¿ Self starter with impeccable ethics and integrity, as well as proven communication skills, verbal and written, with a clear ability to effectively communicate amongst different levels of the organization.
- ¿ Must have strong analytical and organizational skills.
- ¿ Must have intermediate knowledge of Excel and familiarity using ERP systems (SAP and BEx/BW preferred), including use of financial reports.
- ¿ Demonstrated knowledge of accrual accounting concepts and financial statement analysis
- ¿ Experience in preparing monthly financial management reports
- ¿ Must have a BS/BA preferably in Business/Economics/Finance and/or 5+ years of biotech/pharma or related work experience, preferably in the Commercial area. MBA desirable.
- ¿ Demonstrated ability to work within tight deadlines and timelines, with proven experience in meeting goals on time.
- ¿ Track record in identifying process improvements and successfully implementing change
- ¿ Excellent attention to detail paired with timeliness
- ¿ Experience in a customer service environment is highly desired.

Genentech is an Equal Opportunity Employer.