



Job Title: Financial Business Associate

Reports to: CFO

Exempt

IQurity, Inc. is a data science company using genomic and proprietary healthcare datasets to detect and monitor chronic disease. At IQurity, we developed a game-changing blood test using RNA data (genomic) to accurately identify autoimmune disease earlier than current, conventional testing methodologies. The application of data science and machine learning is the core of our business and drives our technological development.

IQurity offers three blood tests to help providers diagnose multiple sclerosis, IBS/IBD-Crohn's and ulcerative colitis, and fibromyalgia with greater than 90 percent accuracy. Disease activity and monitoring tests are currently in development with planned releases in 2018. The analytics platform, focused on population level analytics for the prediction, detection and monitoring of chronic disease, will be made available to its healthcare stakeholder customers later in 2018.

Position Description:

At IQurity we are seeking a creative, highly motivated **Financial Business Associate** to support all finance, accounting, legal and business strategy efforts managed by the CFO. The **Financial Business Associate** will work closely with the senior management team to implement the growth strategies and new business model development inherent in an early stage company. The ability to analyze and report on progress of the core business while planning for future expansion and new lines of business will be key to the role.

Specific Responsibilities:

- Weekly management and coding of AP and AR preparation, expense reports and other filing and documentation necessary to support the weekly payables and receivables process with the outsourced accounting team;
- Review and analysis of draft financial statements to identify and present variances and impact on budget and future forecasting;
- Involvement in financial strategy, business model development, contract negotiations and pricing structure creation, as appropriate;
- Further development and enhancements to, manipulation and reporting from a detailed financial pro forma model;
- Maintenance of potential Investor Database for use in regular existing investor communications as well as preparation for future capital raises;
- Support of CFO in documenting new Non-Disclosure Agreements and other standard contracts with vendors and potential partners;
- Delivery on other research projects as necessary, including: competitors, payer reimbursement and life science market trends;
- Maintenance of documentation of Sales Commissions Reporting, in support of VP Sales & Marketing;
- Mastery of variety of logistics and systems in support of IQurity's test ordering and patient payment portal;

- Analysis and reporting used for investor presentations and Board meetings;
- Gathering and maintenance of due diligence materials and/or corporate files related to contracts with clients, vendors, insurance and banking relationships;
- Inclusion in the regular financial accounting meetings;
- Assistance in the preparation and review of materials delivered to the Company's audit/tax firm;
- Other duties as required

Required Skills and Experience:

- Bachelor's Degree in Accounting, Finance or related
- 3+ years' experience in an accounting, finance or analyst role
- **Exceptional modeling skills in Excel**
- Strong analytical skills, financial statement creation and analysis
- Experience in healthcare industry is a plus, or in early stage technology company
- Proven communications skills
- Demonstrated ability to thrive in an entrepreneurial environment
- Flexibility to support shifting work hours on occasion
- High commitment to detail and confidentiality

Desired Experience and Skills:

- Desire to be a part of an early stage company
- Self-motivated, independent worker
- Passion to build a company vs. fill a position
- Proven ability to manage large scale projects
- Willingness to learn other systems, including MS Dynamics CRM, lab information system and proprietary software solutions and integrations.

Work Environment:

IQuity offers a unique and dynamic work environment that is fast-paced yet affords significant flexibility. For that reason, employees at IQuity need to be highly self-motivated and proactive at identifying and taking responsibility for tasks. Extension of a job offer implicitly implies that we consider an individual to be capable of thriving in such a versatile and unique work environment. IQuity offers competitive compensation and benefits for its employees and encourages growth in skills and experience.