



**Job #:** 02-270

**Job Title:** Senior Financial Analyst - Clinical

**Location:** Waltham, MA

Deciphera Pharmaceuticals is a clinical-stage biopharmaceutical company focused on improving the lives of cancer patients by tackling key mechanisms of drug resistance that limit the rate and/or durability of response to existing cancer therapies. Our small molecule drug candidates are directed against an important family of enzymes called kinases, known to be directly involved in the growth and spread of many cancers. We use our deep understanding of kinase biology together with a proprietary chemistry library to purposefully design compounds that maintain kinases in a “switched off” or inactivated conformation. These therapies comprise tumor-targeted agents designed to address therapeutic resistance causing mutations and immuno-targeted agents designed to control the activation of immune kinases that suppress critical immune system regulators, such as macrophages. We have used our platform to develop a diverse pipeline of tumor-targeted and immuno-targeted drug candidates designed to improve outcomes for patients with cancer by improving the quality, rate and/or durability of their response to treatment.,

This position will report to the **Director, Clinical Business Planning** and be located in the Waltham office.

**Role Summary:**

We are seeking a dynamic individual to join our Clinical Operations department to contribute to the success of Deciphera, a high-growth biotech company in Waltham. This position will be an integral member of Clinical Business Operations in support of Global Clinical Site Payment Management. Key responsibilities include ensuring clinical study sites are set up properly for payments as well as overseeing the accurate and timely payments to sites. This position requires strong organizational and analytical skills, resourcefulness, and autonomy in accomplishing a wide variety of tasks. The Senior Financial Analyst - Clinical will collaborate across the Clinical and Finance organizations and have the opportunity to help impact the lives of our patients.

**Primary responsibilities:**

Site Payments:

- Provide integral support for site payment vendor management
- Review the accuracy of the site payment configurations as built within the vendor payment system
- Work with Deciphera Clinical Project Managers and/or Clinical Trial Associates for study, site, and patient specific budget/payment inquiries
- Suggest modifications to budget templates and/or parameters based upon ongoing experience with clinical trial activity

- Ensure final CTA, including Schedule of Assessments and Budget Exhibits, are clear to enable payments to be made via site payment vendor
- Review for consistency in content across core documents, i.e., CTA, Budget Exhibit and Excel budget
- Review and approve site payments and other payment activities
- Qc and analytical support for actual expenses as related to site payment activity
- Work with Accounting and Finance organization as needed

*Business Planning/Operations:*

- Provide support in execution of the quarterly forecast and budget cycles
- Assist in preparation of forecasting meeting minutes
- Clinical Operations and/or Finance activities as needed

*Activities May Include:*

- Provide assistance with site financial issues as needed
- Contracts support such as assistance with implementation of a Contracts Management System
- Review and approve site budget templates for each study developed by CRO, including country specific modifications

**Required Qualifications:**

- 3-5 years of clinical trial experience at a clinical site, CRO, or sponsor biopharmaceutical organization
- Prior in-house experience as a member of a clinical operations department in a biotechnology or pharmaceutical company strongly preferred
- BS/BA or equivalent degree
- Strong EXCEL skills
- Strong attention to detail and highly analytical
- Demonstrated ability to multi-task, problem-solve and operate in a fast-paced environment
- Excellent verbal and written communication skills
- Flexibility to adapt to the dynamic needs of a growing biotech company

**Preferred Qualifications:**

- Small company experience is a plus for this is a hands-on individual contributor role.
- Prior experience working with site payment vendor(s) an incredible plus
- Clinical trial experience specific to Oncology

Deciphera offers competitive compensation, including equity-based compensation, and a comprehensive benefits package that includes medical, dental, vision, 401(k) retirement plan, life insurance and a flexible spending account for health care and/or dependent care.