

## Company Description

Biocruces Bizkaia Health Research Institute is a Scientific Institution created by the Department of Health of the Basque Government, the Basque Health Service (Osakidetza), The University of the Basque Country, the Basque Foundation for Innovation and Research (BIOEF) and BBK Fundazioa.

## Information

 Deadline: 2022-06-28    
  Country: Basque Country  
 Category: Business    
  City: Barakaldo  
 Province: Bizkaia

## Company

Biocruces Bizkaia Health Research Institute



## Main functions, requisites & benefits

### Main functions

Reporting to the Management and Organization Director of the Institute, she will be responsible for the accounting/financial area (CFO), organizing accounting, finance and tax activities, preparation of annual accounts, treasury, control of payments and collections, contests, purchases and invoicing, among other. Your responsibility will be: Organize the management area, in collaboration with other management and scientific areas of the Institute. Preparation and implementation of new procedures in order to simplify and facilitate the operation and management of administrative tasks and achieve best practices. Preparation of annual budgets and medium and long-term forecasts, forecast balances, treasury plans, etc. Accounting and tax control and preparation of annual accounts and reports for Management. Organize and supervise the management of collections and payments, as well as the purchases and invoicing of the Institute. Supervision of hiring contests and investment control. Budget monitoring, cost calculation, variance analysis and recommendation of corrective actions. Manage the company's financial resources efficiently. Management of internal and external audits. Provide support to the Management Department, in everything that may be required

### Requisites

Requirements: Double degree in ADE and Law or degree in economics/ADE with post-graduate studies or master in Law. Minimum 10 years experience working in positions of management responsibility, with people in charge. Minimum level of English: B1 (spoken and written). Eligibility Criteria: Post-graduate or master's studies in Business Management, Tax Law, etc. Experience in similar positions with responsibility for accounting, financial and treasury management, purchasing and invoicing. Experience in preparing budgets and accounting statements, dashboards, budget monitoring and preparation of financial reports and reports. Experience in organization and management of people in the economic area. Additional experience in auditing and/or business in the financial department will be positively valued. Experience in quality models, EFQM, MGA., Experience in positions of responsibility in research management. Initiative and proactivity, responsibility and autonomy, and teamwork will be valued Certificate of minimum disability

### Benefits

Contract: indefinite. Workday: Full day. Estimated gross annual compensation: The gross annual salary will be € 45,000 up to € 53,000. Workplace: Management Area of the Biocruces Bizkaia Health Research Institute. Expected start date: from July 01