

## Company Description

No matter which country you're in, the transition from an economy based on fossil fuels to one based on sustainable energy sources is well underway. It takes slightly different approaches, and it progresses from different starting points depending on the area, but it's clear, we're all engaged in a global shared "electrification" challenge. At BASQUEVOLT our mission is to develop sustainably the best battery materials and cells that will make possible the mass deployment of electric transportation, stationary energy storage and advanced portable devices. Our proprietary solid-state battery technology will allow us to develop and commercialize safe, high performance and affordable products for a diverse portfolio of customers, from mobility, stationary energy storage and consumer electronics.

## Information

 **Deadline:** 2022-10-31  
 **Category:** Business  
 **Province:** Araba / Álava

 **Country:** Basque Country  
 **City:** Vitoria-Gasteiz

## Company

BASQUEVOLT



## Main functions, requisites & benefits

### Main functions

The director of Administration & Finance will manage all financial, and administrative services for the company and will provide strategic business guidance to further develop Basquevolt as a financially sound organization. The Finance and Administration Director will provide strategic business planning, supervise/conduct all financial operations, and manage the administrative operations for the company. Reporting directly to the CEO, the A&F director will be the member of the executive committee responsible for: Ensure maintenance of appropriate internal controls, financial systems and financial procedures based on an ERP System that should be deployed. Ensure the generation of timely monthly, quarterly, yearly and project specific financial reports in compliance with accepted accounting principles. Manage various types of public funding agreements (cooperative agreements, grants, personal services, MOUs, etc.) and look for legal advice when needed. Coordination, in collaboration with the CEO, of the Projects Office, ensuring compliance with all the financial requirements and reporting of public grants and the adequate analytical accounting for their follow-up. Provide guidance to the Chief Executive and Board of Directors on strategic business directions by conducting financial planning, analysis, forecasting, developing scenarios to inform decision making, and advising on key directions and options for development. Oversee Human Resources function, in conjunction with the Chief Executive. Lead facilities, inventory, IT systems and other administrative functions. Supporting the Chief Executive and other senior staff as required in the management and execution of the company governance. Ensure that the resources are aligned with the company's business needs The A&F director is expected to work as a team member with other parts of the company and maintain in-depth relations with all members of the management team through demonstrated business judgment combined with an ability to effectively influence others.

### Requisites

We are looking for a highly skilled and motivated individual capable of taking up this challenging opportunity to develop an ambitious project. Applicants should have a high degree of initiative and should be open to intense interdisciplinary collaboration, first in an early-stage start-up but moving progressively to an efficient mid-size organisation. We are thinking in a person with 10-15 years of experience in administration and finance in large industrial players and start-ups. Ideally also with experience in raising capital for fast growing start-ups and M&A or IPO operations. It would also be valuable experience having worked directly or indirectly with OEMs. Applicants must demonstrate an internationally recognized career path making him/her a credible person capable of explaining with conviction the details of the company business plan, technology roadmap, etc to investors and public authorities. Specifically, we will assess expertise in the following aspects: Extensive experience in administration and finance roles (10-15 years) Demonstrated group leadership and management track record, including communication, teamwork, conflict resolution and negotiation skills. Project-oriented person to manage resources effectively, find solutions and achieve goals. We expect high readiness to work with strong engagement and creativity in an interdisciplinary and international environment. Applicants should be fluent in English and Spanish. Any other European language will be a plus.