



Associate Director, Strategy and Business Operations

SUMMARY:

Icosavax, Inc. is a publicly traded (NASDAQ: ICVX) biopharmaceutical company leveraging its innovative VLP platform technology to develop vaccines against infectious diseases, with an initial focus on life-threatening respiratory diseases. Icosavax's VLP platform technology is designed to enable multivalent, particle-based display of complex viral antigens, which it believes will induce broad, robust, and durable protection against the specific viruses targeted. Icosavax's pipeline includes vaccine candidates targeting respiratory syncytial virus (RSV), human metapneumovirus (hMPV), and severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). Icosavax was formed in 2017 to advance the breakthrough VLP technology from the Institute for Protein Design at the University of Washington with the goal to discover, develop, and commercialize vaccines against infectious diseases. Icosavax has an experienced management team, has raised over \$350M to date, and is in Seattle, Washington.

Icosavax seeks to hire an Associate Director, Business Operations. This position will play a key role in multiple areas of strategic importance, supporting the business / corporate development, commercial development, and operational efforts of our growing company. Based in Seattle, WA, this role will report into the Chief Business Officer, interact closely with the business operations team, and partner with teams across the organization.

The successful candidate will be highly self-motivated, productive, a quick learner, and creative. They will be comfortable working on several diverse projects simultaneously. They will have excellent problem-solving skills as well as strong written and verbal communication skills. This position requires someone who can roll up their sleeves and assist where needed, working within a lean operations team, and partnering with employees at all levels of the organization. They will enjoy working on a team but be able to work with moderate guidance and take pride in the quality and timely delivery of their work.

RESPONSIBILITIES

- Assess, monitor, and analyze the competitive landscape for vaccine targets and patient populations of interest
 - Create visual representations / maps that compare competitors across critical attributes to share internally and externally
 - Regularly monitor sources of information including websites, media, financial filings, publications, clinicaltrials.gov, data presentations, etc. for updates to the competitive landscape
 - Prepares and sends regular updates / alerts to management team in a clear and concise manner
- Work closely with cross-functional teams to consider the impact of changes to the competitive and disease landscape; provide recommendations on appropriate business strategies and tactics



Job Announcement

- Draft and maintain presentation decks that clearly and accurately communicate the value proposition, status, and plans for the Icosavax pipeline for potential investors or partners
 - Work closely with stakeholders within R&D and G&A groups to understand and support key strategic imperatives as well as function-level and corporate goals
 - Support business development needs by
 - Evaluating potential partners' capabilities and gaps
 - Evaluating deal comps through market research and utilization of a deal database
 - Work with internal document management systems to support partnership discussions and diligence activities
 - Build and manage internal revenue models for pipeline candidates by
 - Gathering assumptions through market research and internal discussions
 - Demonstrating revenue ranges under different therapeutic product profile scenarios
 - Complete / oversee commercial assessment on high priority disease targets by
 - Defining critical attributes that define value in any given market
 - Contracting with and managing external vendors to support commercial evaluation where needed
 - Support other business operations activities, where needed
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EDUCATION, EXPERIENCE, KNOWLEDGE AND SKILLS:

- 7+ years relevant experience in biotech / pharma and / or 6+ years in consulting in the life sciences industry is required
- Undergraduate degree in biology/biomedical sciences/pharmacy or related fields is required; PhD is preferred
- Experience in competitive, financial, valuation analysis and market research is required
- Understanding of drug development, manufacturing, clinical development, and global regulatory processes
- Must have strong analytical skills with solid business and financial acumen
- Successful experience working collaboratively with cross-functional internal and external teams
- Ability to work with all levels of management and effectively communicate with people at all levels and from various backgrounds.
- Attention to detail, timeliness on delivering commitments, and the ability to handle multiple tasks.
- Ability to gather data, establish facts, draw valid conclusions, and propose solutions.
- Strong Microsoft Excel and PowerPoint skills are a must

Location for this role is at the Icosavax headquarters in Seattle, Washington, USA.

Please send cover letter and resume to careers@icosavax.com