Background: Pivotal bioVenture Partners was established in 2017 and is a $300M therapeutics-focused venture capital firm dedicated to funding innovation to address unmet medical need. The team managing the fund is comprised of seasoned venture capitalists, biotech entrepreneurs and scientists with significant experience in the pharmaceutical industry. We are recruiting an Associate or Senior Associate to work out of our San Francisco office supporting the Partners and our portfolio companies.

JOB DESCRIPTION

Job Title: Venture Capital Associate/Sr. Associate
Location: 501 2nd St, Suite 216, San Francisco CA 94107

A dynamic position, the candidate will be motivated and an enthusiastic self-starter able to succeed with light supervision. Positive, analytical and capable of seamlessly interacting with entrepreneurs, industry thought leaders and venture capitalists. Exhibits agility and willingness to get involved in different aspects of due diligence and managing the investment process through deal close.

Duties:
The candidate is expected to screen and perform due diligence on potential investment opportunities. This would include technical assessment, interviews with industry and academic experts, market research & competitive intelligence. Working closely with the Partners, the candidate would synthesize a thesis for the investment including valuation & returns analyses. Responsibilities will also include compilation of the due diligence package, syndication and transactional oversight of the financing. Post-close support of portfolio companies is an essential component of the job function.

Required Skills and Experience:
• M.D. or Ph.D. with an MBA preferred.
• Minimum of two years experience in VC/PE, Business Development, Consulting or at an Investment Bank with strong financial modeling skills.
• Knowledge of the healthcare industry and an understanding of the drug discovery and development process is important.
• Strong written (investment memos & presentations) and verbal communication skills.
• Experience with commercial forecasting, market benchmarking, capitalization tables, and waterfall analysis with proficiency in Excel.

Contact: jobs@pivotalbiovp.com