



**Position: Controller**

Location: Rockville, MD (hybrid eligible)

Type: Full-Time

On Demand Pharmaceuticals (“ODP”) ([www.ondemandpharma.com](http://www.ondemandpharma.com)) is changing the way we make and distribute medicines—by providing them to everyone, everywhere, every time. ODP is creating innovative manufacturing platforms to enable our vision to produce critical medicines at the point of care and to secure the pharmaceuticals supply chain. As a young organization, ODP offers an exciting opportunity to make a difference in the world while developing career paths for advancement.

ODP is seeking a full-time Controller to lead the company’s accounting operations. The Controller will report to the Chief Financial Officer and is responsible for managing all accounting functions including preparation of financial statements, accounts receivable, accounts payable, general ledger, cash management, internal controls and tax.

**Responsibilities:**

- Lead all accounting activities including general ledger, payroll/time tracking, COGS/inventory, A/R, A/P, fixed assets, equity, revenue and cash
- Develop, optimize and maintain accurate and timely close processes and prepare internal and external financial statements in accordance with GAAP, SEC and DCAA requirements
- Manage technical accounting, including staying current with the latest GAAP pronouncements, writing of memos, and implementing new FASB Statements
- Develop and drive the adoption of common financial processes and systems across the company
- Manage the submission of income, property, franchise, and other tax returns
- Lead the definition, design, operations, and continuous improvement of the company’s internal controls, process flow and financial information systems as the company scales
- Support the implementation and optimization of NetSuite ERP to position ODP for future growth
- Work closely with FP&A to support preparation of annual budget and forecasts; calculate and analyze variances from the budget and report significant issues to management
- Key liaison with external audit, tax, accounting and valuation firms
- Recruit, train, develop and supervise accounting staff (current team of two direct reports)
- Partner with the CFO to prepare financial updates and analysis for executive leadership, Board of Directors and investors

**Qualifications:**

- BS degree in accounting, finance or related discipline required; CPA and/or MBA preferred
- 10+ years of relevant finance and accounting experience required; pharmaceutical/manufacturing/government contracting experience preferred
- 5+ years of experience as a Controller, Assistant Controller or Director of Accounting required
- Advanced knowledge of DCAA, US GAAP, SEC rules and regulations and reporting requirements and SOX regulations
- Prior experience with ERP implementations preferred; NetSuite a plus
- Excellent written and oral communication skills; ability to interface and communicate effectively with executive management and other functions within the organization
- Strong managerial skills
- Experience managing relationships with external auditors and tax/accounting advisors
- A proven history of financial process improvement and experience with financial systems and process change initiatives
- Excellent judgment and critical-thinking skills
- Familiar and comfortable with working in a small, growing company
- Advanced knowledge of Microsoft Office suite (Outlook, Excel, Word, PowerPoint, etc.)



**COVID-19 Vaccination Policy:** With limited exceptions, up to date COVID-19 vaccinations are required for all ODP employees who work on-site at our headquarters. Employees must present proof of full vaccination (ex. CDC card) or submit exemption requests to the Director of People Operations before their start date. Exceptions to the policy are available only for those who need an accommodation for a qualifying medical reason or sincerely held religious belief or practice.

[Please click here to submit an application for this position.](#)

**On Demand Pharmaceuticals is an equal opportunity employer.** On Demand Pharmaceuticals does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including pregnancy, gender identity, or related medical conditions), sexual orientation, marital status, physical or mental disability, past or present military service or any other characteristic protected by law.