

Blacksburg Location  
2001 Kraft Drive  
Blacksburg, VA 24060



Radford Location  
20 Corporate Drive  
Radford, VA 24141

**Job Title: Business Controller to Operation**  
**Effective: 07/18/2024**

**Company Overview**

**TECHLAB®, Inc.** was founded in 1989 by scientists from the Virginia Tech Anaerobe Lab, one of the only three institutions in the world dedicated to the study of anaerobic organisms. In the late 1970's and early 1980's, research headed by Dr. Tracy Wilkins began on *Clostridium difficile* and its toxins.

Today the company is poised for high growth through private equity funding and develops, manufactures, and distributes intestinal diagnostics worldwide retaining an emphasis on science and collaborations with universities. Products are focused in the areas of intestinal inflammation, antibiotic associated diarrhea, and parasitology. Research continues on markers of intestinal inflammation, the toxins of *Clostridium difficile*, amebiasis and vaccine development. TECHLAB®, Inc. has ISO 13485 certification along with FDA registration. For more information, visit [www.techlab.com](http://www.techlab.com).

**Job Summary**

The Business Controller to Operation is responsible for effective performance and coordination of accounting duties with little to no supervision, for all US subsidiaries of the SSID Group. This position is a member of the accounting team that is responsible for the overall integrity, reporting and timeliness of all cost accounting data that populates the ERP system. Applies principals of accounting and finance to identify trends relating to product costing, performance and product profitability using data gathered from the ERP system and other company sources. The Business Controller to Operation will be expected to exhibit the highest professional standards and attention to detail while working on numerous routine and ad hoc accounting support functions. The Business Controller to Operation will report to the Head of Finance US.

**Work Activities**

- Business controlling for operations activities to include:
  - Analysis of production cost, in close collaboration with the production team
  - Ensure accurate bills of material, hours and investigation of variances
  - Inventory control and monthly reconciliation and review of current inventory details.
  - Review and analysis of product level margins and trends.
  - Close collaboration with department managers to ensure common understanding of cost and contribution to margins
  - Work with planning and procurement to monitor raw material costs and the impact on overall product costing.
  - Understand and maintain standard cost and data
- Other tasks:
  - Contribute to the group reporting, comments and data
  - Weekly follow up on information to group controlling
  - Support for multiple forecasts and analysis.
  - Act as cross functional support in implementing new ERP, Microsoft 365 FO
  - Assist with budget preparation
- Any other responsibilities that may be assigned from time to time

**Tools and Equipment Used**

Microsoft Office Suite  
Microsoft Office 365  
Sage ERP X3  
True Commerce

**Job Context**

TechLab® maintains a climate-controlled environment for the job of an Accounting Professional. A typical workday is Monday through Friday 8:00 to 4:30 or 8:30 to 5:00. Occasional travel may be required, including international travel. Overtime is occasionally necessary with or without advance notice.

**Minimum Qualifications**

B.S. or B.A with emphasis in accounting or finance +10 years of experience

**Preferred Qualifications**

CPA or MBA preferred, but not required

Strong analytical skills

Experience working with business intelligence reporting preferred, but not required

Experience working for a subsidiary of a global organization preferred, but not required