**Biotech Business Development (Full-time)**

**Bilingual skill (English and Chinese) is required! Please send your resume to caro.jiang@cubic-boston.com.**

**About CUBIC:**

CUBIC Inc. is a service provider for emerging and growing companies seeking opportunities for international expansion especially in China. Our consultancy and execution teams are dedicated to facilitate business in market access, subsidiary/JV establishment, local funding and/or manufacturing.

**Responsibilities:**

* Coordinate and participate in biotech entrepreneurial events in the U.S. that involving entrepreneurs, investors and institutions and industrial experts etc.;
* Proactively get involved in the biotech entrepreneurial community and seek potential deal flows from different approaches;
* Conduct marketing and industrial research that support business strategies, due diligence and analysis of relevant issues;
* Outreach other biotech organizations and seeking collaboration opportunities between organizations;
* Build and maintain good client relationships by grasping clients’ needs and brainstorming ways to fulfill them;
* Serve as a resource to the team seeking up-to-date information on new technologies, market and industrial trends, and policies;
* Coordinate internal and external meeting with the executives and potential partners, including preparing pre-meeting files and writing meeting minutes;

**Requirements:**

* Master’s degree (preferred) with biotech related majors and STEM understanding;
* 2-3 years of relevant work or internship preferred;
* Demonstrate strong interests and the basic understanding of entrepreneurship
* Excellent written and verbal communication skill in a business setting;
* Excellent presentation skills in English and Chinese;
* Excellent time management and multitask ability;
* Ability to coordinate events and activities involving multiple stakeholders;
* Ability to work in an entrepreneurial and fast-paced environment;
* A self-starter who take the initiatives;
* Self-motivated and fast learner and strong interpersonal skill;
* Ability to work independently and collaboratively;
* Ability to travel internationally and work with different time zones;
* Proficient in Microsoft office;

**Benefits:**

* Excellent working environment, great opportunity to work with both Chinese and US industry partners, start-ups, etc;
* Competitive compensation and excellent benefits including health, dental, FSA and etc.