

Investor Relations Associate

BB Biotech

Bellevue Asset Management AG
Zurich

Overview:

We are seeking an experienced Investor Relations (IR) Associate to further strengthen and develop the investor relations function within the BB Biotech team. BB Biotech is one of Europe's largest dedicated biotech investors, focused on established large-cap companies and high-growth mid-cap innovators developing best-in-class drugs.

The ideal candidate has at least three years of relevant experience in investor relations or a related field (e.g., equity research, corporate finance, or strategy). The role has a strong focus on capital markets intelligence, peer and industry analysis, and the preparation of investor communications for a listed investment with a dedicated sector focus.

Key Responsibilities:

- **Peer & Industry Monitoring:** Conduct in-depth analysis of capital markets developments, peer group performance, investor positioning, and sector-specific trends (particularly in the biotech and healthcare sectors). Regularly compile insights on relevant benchmarks and industry movements to support strategic positioning.
- **Investor Communication:** Support the creation and refinement of investor-facing materials including regular financial reporting / fact sheets, corporate presentations, Q&A briefings, and IR website content. Ensure alignment and consistency of messaging with company strategy and market developments.
- **Data Management & Tools:** Maintain and develop internal IR databases and tools (e.g. shareholder analysis, peer benchmarking, valuation models, capital market trends). Ensure accuracy and accessibility of relevant data for senior management and Board reporting.
- **Cross-functional Collaboration:** Work closely with internal teams across investment, communications, finance, and legal to ensure compliance, data integrity, and strategic alignment in external communications.
- **Market Intelligence & Sentiment Analysis:** Collect and synthesize feedback from investors, analysts, and proxy advisors to identify key perceptions, risks, and opportunities. Monitor and report on analyst estimates, consensus trends, and relevant commentary from the sell-side and buy-side.
- **Only to a lesser extent:** Stakeholder Interaction: Coordinate responses to investor and analyst inquiries and support the planning and execution of investor events such as roadshows, conferences, and earnings calls. Help prepare briefing materials for management ahead of investor meetings.

Profile:

- At least three years of relevant professional experience in investor relations, equity research, corporate finance, or strategic communications.
- Solid understanding of capital markets, investor needs, and financial performance metrics.
- Previous exposure to the healthcare, biotechnology, or life sciences sectors is an advantage.
- Hands-on experience in the preparation of IR materials and corporate messaging in a listed environment.
- Excellent analytical skills, especially for peer group benchmarking, consensus tracking, and capital market trend analysis. Ability to translate data into insights and narratives.
- Solid grasp of capital market structures and institutional investor landscape
- Proficient in Excel and PowerPoint; experience with financial data platforms such as Bloomberg, FactSet, Capital IQ, or Nasdaq IR Insight
- Confident in interacting with investors, analysts, as well as senior executives and ability to gather, structure, and relay investor feedback and market sentiment to internal stakeholders
- Excellent written and verbal communication skills in English and German.
- Strong project management skills and attention to detail; ability to work independently and under pressure.
- Highly organized, proactive, and reliable working style. Capacity to manage multiple priorities in a fast-paced environment
- Strong attention to detail and accuracy when working with financial and sensitive information

Contact

We look forward to receiving your application to bghr@bellevue.ch