

Accounting Internship

Position Summary

The primary objective is to support the Finance and Accounting functions with various Finance and Accounting projects and tasks. The selected candidate should be pursuing a major in Finance or Accounting and have attentiveness to detail, good computer skills, and excellent written and oral communication skills. The goal is to help the intern develop a working knowledge of Finance and Accounting functions.

This is a paid, 24–32 hours per week internship position with a hybrid schedule consisting of 3 days in-person in New Haven, CT and one day working remotely. This position reports directly to the Controller.

Principal Responsibilities

Key responsibilities of this role include, but are not limited to:

- Participate in A/P Process including inputting of invoices, purchase orders and payments utilizing the A/P automation tool and ERP system
- Assist with the preparation of Accounting Process Documentation
- Assist in creating standardized accounting policies
- Assist in Management/BOD/SEC reporting process for quarter end
- Creation of Finance Onboarding training materials for new employees
- Provide assistance with forecasting process

Qualifications

- Intermediate computer software skills with MS Office (Word, Excel, Outlook, PowerPoint) OneDrive/SharePoint experience is a plus
- Excellent organizational skills and an ability to prioritize effectively to deliver results within reasonably established timelines
- Ability to work independently and as part of a team
- Strong interpersonal skills including verbal and written communication are essential in this collaborative work environment

Education

- High school or equivalent
- Currently enrolled full-time in an undergraduate program. Candidate must be pursuing a degree in Accounting, Finance, or a related field with coursework in progress and/or completed.

To Apply

- Please submit cover letter and resume to hr@trevitherapeutics.com by March 1, 2026.

Trevi Therapeutics, Inc. is passionate about progress! We are a clinical-stage biopharmaceutical company which was founded in 2011. Trevi is headquartered in New Haven, CT and we are proud to be part of its vibrant life-science community. We are developing the investigational therapy [Haduvio™ \(oral nalbuphine ER\)](#) to help patients suffering with chronic cough by targeting the central and peripheral cough reflex arc. We released positive results from our Phase 2b CORAL trial for the treatment of chronic cough in patients with idiopathic pulmonary fibrosis (IPF) and our Phase 2a RIVER trial for the treatment of refractory chronic cough (RCC). We look forward to continuing development for these patients.