



JOB DESCRIPTION

POSITION TITLE: Associate Director, Supply Chain Management **DEPARTMENT:** CMC

OBJECTIVE: The Associate Director of Supply Chain Management is responsible for developing, managing and executing strategies to establish both clinical and commercial supply chains for the CymaBay products. The position calls for a personable professional who possesses a high degree of integrity

DUTIES and FUNCTIONS include:

- Responsible for strategic and operational management of the global supply chain from sourcing to distribution to clinical sites and eventually to customers
- Develop and maintain a cost-effective and reliable supply chain
- Review clinical study protocols and develop packaging/distribution strategies with clinical operations team
- Oversee global clinical supply activities for CymaBay studies including management of packaging, labeling and QP release.
- Liaison with IVRS
- Track appropriate approvals, e.g., protocol amendments, country-specific labels and expiry dating
- Proactively assess and manage risk associated with critical path activities and facilitate development of contingency plans
- Work with the Finance to develop budgets, forecast updates and financial analysis as needed.

QUALIFICATIONS

EDUCATION and EXPERIENCE:

- Requires a BA/BS degree in a scientific field; a higher degree and APICS certification preferred
- A minimum of 8 years of experience in supply chain management within the pharmaceutical industry

SKILLS/ABILITIES:

- Strong written and verbal communication skills including the ability to communicate effectively with colleagues and vendors
- Working knowledge of cGMP/GCP/GDP regulations
- Excellent interpersonal and conflict resolution skills
- Outstanding organizational skills with a high attention to detail

- Ability to work well in a team environment
- Excellent written and oral communication skills and ability to operate well in team environment

SUPERVISORY RESPONSIBILITY

- N/A
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WORKING CONDITIONS

Primarily works within a general office setting. Maybe required to travel to clinical sites occasionally.