

API Sourcing & QA Manager – Job Description

About the Job:

The API Sourcing and QA Manager is a highly influential and critical role which requires a talented individual, capable of leading the Active Pharmaceutical Ingredient (“API”) and Regulatory Starting Materials (“RSM”) sourcing activity, as well as Quality oversight for API / RSM release and management of commercial API and RSM supply chains. The manager is responsible for supporting the development of the API / RSM strategy, the associated contract execution / management and supplier performance. The role will be responsible for effective sourcing, supplier relationship management, risk management, vendor qualification / management / compliance and quality oversight of the commercial supply chain.

Responsibilities:

- Support the development of the API / RSM strategy and associated contract execution / management and supplier performance
- Develop and establish a structured Supplier Relationship Management program that includes vendor qualification
- Establish effective sourcing, a structured supplier relationship management program, a vendor qualification risk management system, and internal improvement / demand management practices
- Deliver both tactical and operational performance in accordance with API / RSM supply and P&L commitments, whilst ensuring a comprehensive strategy to deliver long term cost reduction, supply assurance, and mitigate risk
- Monitor the contract management process, ensuring contracts are executed in accordance the contracts as defined by the company
- Negotiate and execute purchasing contracts for API's and RSM's as portfolio dictates
- Establish, lead, and facilitate supplier management meetings with key suppliers to maintain operational effectiveness through supply chain to maintain the company's portfolio in addition acting as meeting coordinator & facilitator ensuring agendas and actions are prepared and distributed as appropriate
- Establish and monitor key performance indicators (“KPI”s) for identified suppliers
- Ensure support in the resolution of API supplier related quality or service issues including mitigation plans / support
- Align and gain endorsement of strategies for your portfolio with key stakeholders, working across various functions to execute and achieve the cost, quality, and service goals as agreed
- Coordinate with other functions and impacted stakeholders to assure timely implementation and compliance with the agreed sourcing strategies
- Continually evaluate and monitor market conditions and adjust sourcing strategies accordingly
- Manage the supply of APIs to ensure availability and support the planning team in managing inventory
- Support New Product launch teams / transfer teams with third party sourcing and contract negotiations for API's
- Communicate all project updates, milestones, etc., to team members and stakeholders
- Handle conflicts and negotiations effectively

Education:

Advanced qualification including MBA would be preferable, minimum Bachelor of Science, in chemistry; chemical engineering; pharmaceutical; Quality or supply chain management

Experience, Technical Skills & Qualifications:

- Minimum 5 years API procurement management experience, preferably in a strategic context
- Knowledge of supply chain processes and systems for sourcing APIs, RSM, or raw materials
- Ability to assess and compare API synthetic pathways as well as initiate novel synthetic pathways
- Ability to provide Quality oversight of external vendors and to release lots of API
- Familiarity with cGMPs, Vendor Qualification practices, root cause investigations as well as SAP knowledge and experience
- Demonstrable track record of performance in managing complex, cross-functional activities on a basis
- Ability to work effectively in a complex and dynamic matrix environment
- Ability to lead small team in projects
- Demonstrated analytical and problem resolution skills for procurement issues
- Ability to independently evaluate, assess, and initiate action; recognition of positive and negative impacts of actions, decisions, other market forces on business and people
- Proactively seeks others for feedback, interest; sharing knowledge; inclusion and involvement
- Strong business acumen and proved ability to understand P&L execution and total cost drivers
- All applicants must possess or obtain authorization to work in the US for Picket Pharmaceuticals.
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- Ability to lead small team in projects
- Demonstrated analytical and problem resolution skills for procurement issues
- Ability to independently evaluate, assess and initiate action; recognition of positive and negative impacts of actions, decisions, other market forces on business, and people
- Root cause analysis to recommend solution and solve problems
- Clearly convey information through a variety of media to stakeholders
- Builds and sustains positive relationships
- Handles conflicts and negotiations effectively
- Collaborates and works well with others