

Job Description

Job Title	Senior Program Design Manager
Job Holder	
Reports To	Head of Program Design
Location	Billingham
Date	July 2020
Grade	35

Job Purpose

Secure new business in line with the company vision as part of the European Program Design team. This team is responsible for delivering bespoke, high quality proposals to potential clients based on extensive understanding of global FDB's technical and business capabilities, and an ability to match them to client's actual needs. Proposal building requires in depth understanding of FDB program management systems, technical capabilities of Process Development, manufacturing capabilities, the quality aspects of program delivery, regulatory requirements, and program financials. Program Design directly contributes to new business acquisition and market share growth by projecting to potential clients FDB's technical competence, operational excellence, vast experience, and broad capabilities.

FDB capabilities are constantly growing and now span microbial and mammalian expression of monoclonal antibodies, complex recombinant proteins, viral vaccines, and viral gene therapy products as well as fill finish and assembly, label and packaging services from process development to clinical manufacture to large-scale commercial production, performed at four FDB sites in Billingham (UK), Hillerød (Denmark), RTP (US), and College Station (US). The holder of this position must be proficient in all of FDB technologies and site-unique capabilities and be able to establish rapport with executives of potential customer companies ranging from virtual biotech to large pharma and articulate to them why FDB is the obvious choice to be their "Partner for Life". The holder must well understand short- and long-term FDB financial and business goals, proposing program scopes and program margins that position the company for meeting its financial goals and for growth in the global marketplace. The Program Design work must reflect market trends and take into account the global competitive environment. The team assists in the translation of proposals into deliverable contracts, shaping the future of work at all FDB sites including FDB strategic partnerships.

Dimensions

Turnover	£100 million
Site numbers	750
No of staff reporting to individual	Up to 4 postgraduate staff members
Forward work plan	1-18 months
Proposal workload	> 30 proposals per year pro-rata
Estimated value of proposals	Majority in excess of GBP 5M

Principal Accountabilities

- Deputise for the Head of Program Design on site.
- Deep expertise in one business offering or service area or broader expertise in several technical areas. Area is typically large, complex and key to FDB, requiring significant development and focus. Liaise with BSG focussed on the area and develop key selling tools. Work with commercial and marketing to develop and maintain an attractive sales message and documentation. Lead the rollout of knowledge.

- Promote changes to the company's current service offerings or technical operations that will enhance company's competitive advantage in the market or will improve profitability.
- Lead technical discussions in teleconferences and face to face meetings with potential new customers. Significant travel to customer visits and other FDB sites.
- Relevant customer territories are worldwide. Proposals for which the jobholder is responsible for generating will be targeted to all FDB sites, will often be late phase, complex or for little-defined work packages in new areas of business.
- Promote unification of work practices across all sites of FDB; work with the Senior Director of Program Design and functional leaders from FDBK, FDBU, FDBT and FDBD to define a unified business offering, for example a consistent approach to product commercialisation. Reflect the concept of One FDB in proposals and during client meetings and conference calls.
- Review customer Request for Proposal (RFP) through analysis and evaluation of written documents and technical questioning of customer and commercial colleagues to ascertain detail of the request.
- Perform initial Impact Assessment of molecule, expression system, process and product; review any and all new, unique and difficult aspects of the request for impact to site procedures, ways of working, staff safety, manufacturing licenses etc. Based on outcome of Impact Assessment issue an agreement to bid, or a decline to propose message to the client.
- Accountable for the design of a customer program, from Technology Transfer to cGMP manufacture through targeted and appropriate process development and including all ancillary services deemed necessary by regulations or local policies.
- Support the work of Program Design Scientists by reviewing RFPs and proposals and providing an orthogonal viewpoint of technical and commercial issues.
- Participate where necessary in proposal review meetings, StageGate reviews at BLT level and scope development meetings with the customer.
- Support Programme Management by supporting Statement of Work generation.
- Lead the technical aspects of visits by potential new customers. Assist with the coordination of site tours for such visits.

Competencies:

Level: Manager

Assessed: **Process Management, Customer Focus, Relationship Building, Achievement and Results Orientation.**

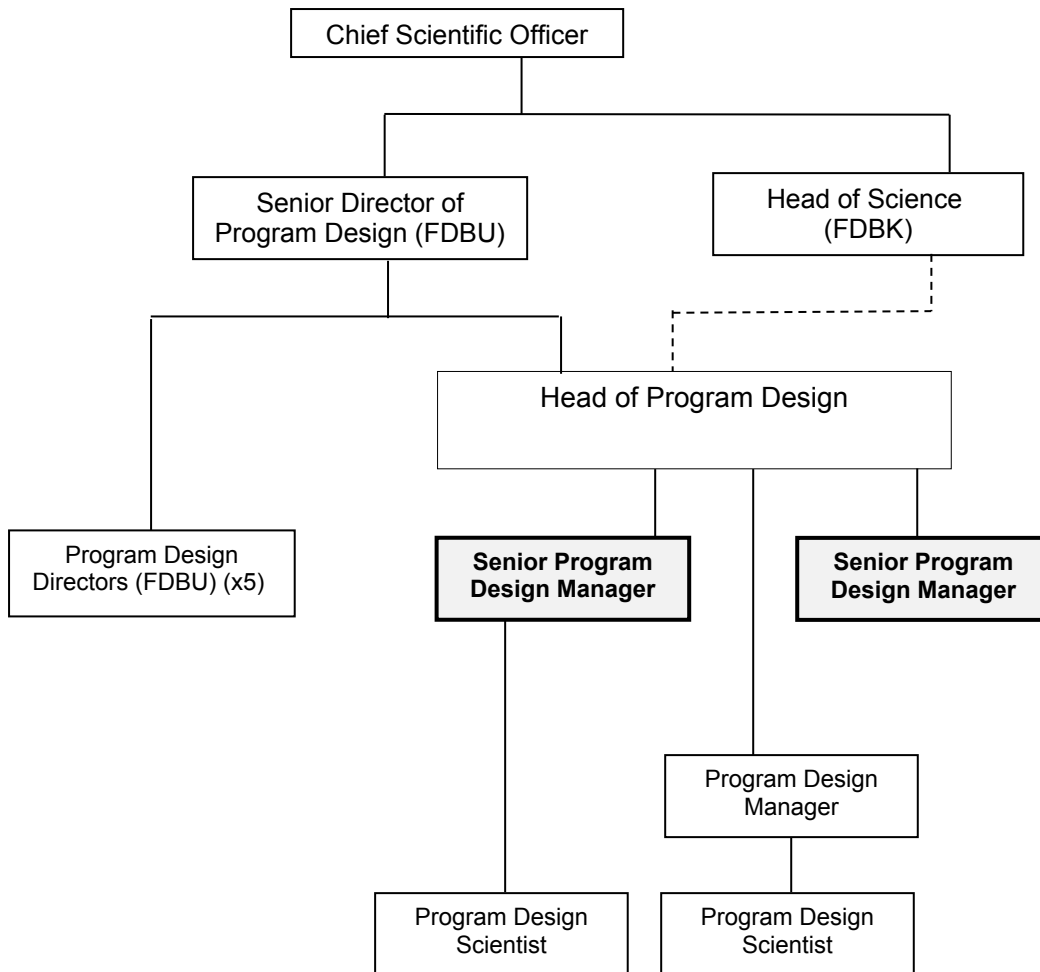


Special Features

- The job holder must possess at least a scientific degree or equivalent (e.g. BSc) and possibly also a higher degree (e.g. MSc, PhD) and have 7 or more years' experience in a technical role in Fujifilm, or another similar business (e.g. CDMO) as well as significant experience working with external customers.

- Substantial theoretical and practical knowledge in the fields of Biotechnology, gene therapy, cell therapy and viral vectors and products. Job holder must maintain an up to date knowledge of the CDMO industry, the advanced therapy market and be able to offer advice to customers on matters of a scientific, regulatory and technical nature.
- Must be able to quickly and efficiently develop a deep understanding of new markets and technical areas of business, for example Finished Goods (assembly, label and pack) and cell and gene therapies in order to successfully develop key selling tools and lead the rollout of knowledge for new European manufacturing sites.
- Excellent written communication skills, accurate and concise and able to strike the balance between sales and technical writing.
- Strong influencing skills that will enable the job holder to help define new areas of business, ways of working and proposal practices.
- The ability to build lasting relationships with staff across all site functions and all levels of the organisation.
- The ability to interact with external customers in a professional and personable manner and to present a competent image of Fujifilm at all times.
- Prioritisation of competing tasks as well as good planning and organisational skills. The ability to work independently with minimum supervision.
- Views situations from the customer and the business perspective, to offer solutions that are attractive to the customer, and in the best interests of Fujifilm.

Organisation Chart



Signatures

Job Holder: Date:

Manager: Date: