

Biotechnology Product Development Program Manager

About C3 Jian, Inc

Founded in 2005, C3 Jian is a well capitalized development stage company advancing novel compounds that diagnose, treat and prevent bacterial and fungal infections, and compounds that affect calcification processes including hair and nail growth, tooth sensitivity and more. Our first platform technology has the capacity to rapidly design selectively targeted peptides for therapeutic and diagnostic use in a broad range of medical and dental indications. Our second platform has a broad range of effects and uses based on the modulation of calcification. Our research has yielded a series of unique worldwide commercialization opportunities in the area of oral health & medicine and led the company to seek an experienced professional to head C3's product development and regulatory compliance efforts.

Position Overview

Reporting to the Laboratory Director with responsibilities to Senior Management, The Program Manager for C3 will be responsible for leading R&D program teams through the product commercialization processes. The incumbent will ensure teams follow product development best practices for in-vitro and animal pre-clinical testing, CMC, human clinical trials, adhere to specific regulatory requirements (as needed) as well as assuring design control, managing program budgets and overall execution.

Detailed Description:

- Develop and assertively drive new product commercialization program timelines and budgets in coordination with other the Company's departments/teams/partners.
- Primary responsibility for all aspects of product development from Concept, to Product Launch and through Project Closure.
- Acts as program champion; manages both internal and external teams (CROs, Joint Development Agreement partners, etc.) to execute all program deliverables; leads cross-functional core team.
- Work with R&D, Product Management, Manufacturing Sciences, Operations and Business Development to insure successful project completion and product launch.
- Coordinates, synchronizes and manages overall program schedule. Accountable for execution on program timelines.
- Uses Program and Project Management best practices to manage programs, effectively initiating, planning and controlling.
- Manages a program budget; tracks actual versus plan and resolves issues as they arise.
- Responsible for planning resource requirements and negotiating Core Team resources with functional managers.
- Facilitates identification and mitigation of program risks. Highlights business implications of identified risks.
- Schedules and facilitates all necessary meetings associated with product development.
- Reviews team progress against requirements and plans; resolves deviations.
- Acts as information conduit to Sr. Mgmt; prepares and presents Phase Reviews to Management.
- Notifies Sr. Mgmt of schedule and budget deviations beyond allowed variances as well as other contract elements; initiates Exception Reviews as required.

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Nature and Scope:

- Applies broad knowledge to act as a key contributor on complex or critical assignments; contributes to the standards around which others will operate.
- Leads, directs and is responsible for delivery of complex, cross-functional projects.
- Manage programs consisting of cross-functional teams by creating work breakdown and financial analyses to develop cost, schedule and resource plans.
- Develop solutions and execution strategies in complicated or novel situations. Resolves conflicts and negotiates difficult or sensitive issues.
- Networks outside of area of expertise; provides advice to ensure understanding of non-technical matters. Provides clear, concise information and reports to all levels of the program team.
- Impacts the business by influencing decisions through advice, counsel or facilitating services to others in area of specialization and deliverables and contributes to overall commercialization success including: program timeline, budget, scope, customer expectations, functional area operations & revenue.

Education:

- ✓ Bachelor's degree in scientific discipline with advanced degree preferred. PMP certification a plus.

Experience:

- ✓ Requires a minimum of 5 years relevant experience in R&D, product development, project management, or program management. Familiarity with U.S. and international regulatory affairs essential.
- ✓ Background in the life science industry is required. Experience in oral health, infectious disease, diagnostics and dermatology desirable but not required.
- ✓ Knowledge of Chinese and other international regulatory and legal environments desired but not essential.

Key knowledge, Skills & Abilities:

- ✓ Demonstrated project management skills including the ability to efficiently evaluate, prioritize and handle multiple and changing projects and priorities. Must have the ability to work independently to deliver on objectives is required.
- ✓ Independent ability to perform analytical and logical data analysis with strong customer focus and results orientation.
- ✓ Knowledge of product development processes in the pharmaceutical or life sciences industry.
- ✓ The position requires strong initiative. Must possess self-motivation, enthusiasm and a positive attitude.
- ✓ Identify appropriate resources needed and develop schedule to ensure timely completion of programs
- ✓ Assess, communicate and manage risk.
- ✓ Solve problems and manage crises effectively and independently.
- ✓ Excellent verbal and written communication skills are required.
- ✓ Working knowledge of germane computer software tools including MS Project and Visio.

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Working Conditions:

Works in an office environment and must be able to accommodate varied work schedules and flexible hours as needed. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employment Status & Compensation:

Full or part-time employee status depending on work load. Contractual employment or extended consulting agreements will be considered.

Salary and equity compensation commensurate with experience and industry standards.

Anticipated Start Date:

March 31st, 2010

Application Process:

Send resume, cover letter, and references to:

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