



Job Description

Position: Senior Associate, Clinical Supplies

At SanBio we are developing the future of cell-based regenerative medicines for difficult to impossible-to-treat diseases using conventional drugs. We aim to restore patient's motor and sensory functions lost to diseases or accidents by inducing or promoting the patient's own innate, natural regenerative processes. Our SB623 product is in Phase II clinical development to treat Chronic Stroke and Traumatic Brain Injury (TBI). We are a diverse team located in the US and Japan who value teamwork and a scientifically rigorous approach in all we do. SanBio employees can expect interesting work, colleagues drawn from the highest quality workforce, career development, and competitive benefits.

Role

As the Senior Associate, Clinical Supplies you will be the key Supply Chain Management representative on the clinical Phase II cross-functional study team. A typical day may involve coordinating domestic and international ultra-cold (-190°C) frozen shipments, participating in study team meetings with Clinical Operations and vendors, or managing inventory through the Interactive Web Response System (IWRS). You will be the go-to person for getting the right investigational products (IP) to the right site at the right time. The position is located in Mountain View, CA office.

Responsibilities

Under some supervision, you will be:

- the primary un-blinded SanBio contact for inventory control and distribution activities including scheduling, issue resolution, change control, vendor oversight and selection related to clinical supplies.
- collaborating in cross-functional teams and projects to ensure that project needs, priorities, and timing are understood and communicated to the manufacturing and technical operations teams.
- tracking and forecasting inventory of investigational products (IP) and other supplies including medical devices needed in our clinical trials
- managing IWRS ordering, inventory, and troubleshooting with un-blinded Clinical Operations teams and clinical sites.

- interacting with Clinical Operations and Clinical sites regarding supply needs, storage, temperature monitoring, and return of clinical supplies.
- working with Clinical Operations and Contract Manufacturers to understand IP and supply requirements for ongoing and upcoming Phase II or Phase III clinical studies including labeling, packaging, distribution requirements.
- analyzing supply chain metrics and preparing reports for management.
- multitasking on other things that may be assigned because at SanBio like many startup companies that's what we do.

Minimum qualifications

- An Associate's Degree and a minimum of two years of related experience and/or combination of experience and education/training in FDA regulated industry
- Knowledge of US (FDA) and international GxPs and particularly GMPs
- Knowledge in supply chain, planning or materials management, inventory management, and electronic systems such as IWRS or ERP
- Demonstrated ability to work in cross-functional team with minimal supervision

Skills

You can:

- organize, prioritize, and complete numerous tasks under time constraints.
- use advanced Excel functions to track and analyze data.
- use and set up IWRS to manage inventory of clinical supplies.

Preferred qualifications

- Bachelor's Degree in related field and experience working in Clinical Supplies in Biotechnology
- Experience with ultra-low cold chain (nitrogen low temperature) or cold chain distribution
- Experience with exportation/ distribution global experience (especially Japan)

About SanBio

SanBio is a publicly held company headquartered in Tokyo, Japan with facilities in Mountain View, CA. SanBio is proud to be an equal opportunity workplace. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity, or Veteran status. If you have a disability or special need that requires accommodation, please let us know.