

Geneva, November 17th, 2020

HEAD OF OPERATIONS

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The Company

STALICLA is a patient-centric biotech company on a unique mission to identify, develop and bring precision medicine to patients with neurodevelopmental disorders (NDD), with a first application in autism spectrum disorder. STALICLA has assembled a world-class team of experienced drug developers, clinicians and computational systems biologists.

DEPI, the company's unique drug discovery platform, characterizes biologically similar subgroups of patients within highly variable populations of patients with neurodevelopmental disorders, and further identifies tailored treatments. To support its drug discovery platform and pipeline development, STALICLA has established strong networks within top tier research and clinical centers.

STALICLA's platform has already proven successful in expediting and de-risking a first pipeline, STP1, tailored to a subgroup of patients with autism spectrum disorder which has recently entered the clinic. In addition, STALICLA's Discovery and Data Science Unit (DDS) is currently advancing new precision medicine candidates for two additional groups of patients with Autism Spectrum Disorder (ASD).

The Role

As a rapidly growing company, STALICLA is currently expanding its team and opening - for immediate entry – a Head of Operations position.

Reporting to the CEO, the Head of Operations will effectively develop and enact company policies and increase efficiency of daily business operations by facilitating clinical and preclinical operations within the Drug Discovery Unit (DDU) and by supporting the CEO in the operational management of the Discovery and Data Science Unit (DDS) and the future DSU lab unit in high growth environment where a pragmatic, flexible and deliverable focused attitude is required. The Head of Operations must exhibit strong management and leadership support capacity in a scientific environment. Excellent interpersonal skills and outstanding business intellect are a must.

He/She will be expected to provide advanced support to the CEO for a variety of operational, business development and strategic tasks and projects.

This role will fit an ambitious individual willing to grow within the organization and looking to take a meaningful career step serving patients and investors alike.

Responsibilities include but are not limited to:

- Report to and assist the Chief Executive Officer with daily company operations and support with fundraising and financial projects
- Coordinate, facilitate and motivate the efforts of the individual, team and other resources associated with project activity
- Translate strategy into operational plans
- Coordinate project management and process integration within the DDU (manage and/or work closely with Non-Clinical, Regulatory and Clinical Operations experts – internally and externally to ensure tight strategic integration of company pipeline development)
- Communicate with management teams to facilitate execution of company processes and build strong cross-functional internal and external relationships
- Analyze budgets and study plans and coordinate contract vendors to ensure all studies are conducted according to plans, timeliness, budgets and relevant guidelines
- Create, improve, oversee and document company operational processes and procedures
- Coordinate with the CEO and CSO and together with IP lawyers the patent portfolio and IP plan
- Managed in coordination with CSO the non-dilutive grant applications
- Oversee contracts with external alliance partners
- Organize, plan and prepare business operations presentations for the CEO
- Implement improved operational measures and policies that promotes efficiency
- Track and maintain budgets of operational costs
- Maintain positive external partner relationships
- Develop and implement human resources practices

Requirements:

- **C2 level or native English mandatory**
- Ph.D. in life sciences
- 7+ years' experience in operations and project management in biopharma setting
- 5+ years' experience in managing function
- Demonstrated experience in overseeing contractual and legal documentation
- Adept problem solver and decision maker
- Capacity to both manage and report
- Discretion and loyalty in handling of sensitive information
- Visual presentation building skills
- Excellent communicator both orally and written
- Respectful of deadlines
- Proficiency in all of Microsoft Office
- Hard working, driven to achieve creative and sound results

In addition, the candidates are expected to have:

- A high comfort level working in a high paced start-up environment, where a pragmatic, resourceful, well organized and effective approach is required with limited resources

- A hands-on approach and a proven ability to work independently and as a team player with excellent communication skills
- Highly adaptable to novel work environment
- Ability to work in a multidisciplinary and international environment

STALICLA promotes diversity, equal opportunity and inclusion. Female, minority and candidates with disabilities are strongly encouraged to apply.

Please submit application to: hr@stalicla.com