

Geneva, June 8th, 2021

Biotech Project Management Associate
Office of the CEO
(Scientific and Business training mandatory / PhD training preferred)

Ref:HR-FA-PM-2021-06-03

The Company

STALICLA SA is a Swiss clinical stage biopharmaceutical company leading omicsbased precision medicine drug development for patients with neurodevelopmental disorders (NDDs), with a first application in Autism Spectrum Disorder (ASD).

STALICLA is on a unique mission to identify clinically actionable patient subgroups and develop tailored treatments for those most impaired by their symptoms.

Its DEPI technology is the first platform specifically developed to enable precision medicine in complex NDDs. The platform integrates comprehensive metabolomics, whole-genome sequencing, RNA sequencing and its advanced HC match module to pair patient biological signatures with drug candidates. DEPI has reached clinical proof of concept with its first pipeline candidate, STP1, currently in clinical trials in the US.

In 4 years, STALICLA has validated its platform model and proven its potential to significantly accelerate the time to clinic developing STP1 as a first in class precision treatment for a biological subgroup of patients with ASD (this group ASD-Phen1 is estimated to represent 1.5 - 2M people in the EU and North America). STP1 entered clinical trials (Phase 1b), in the US, in December 2020.

Position

Location: Geneva, Switzerland

Duration: Permanent – Full time

The role

As a rapidly growing company, STALICLA is currently expanding its team and opening - for immediate entry - a Biotech Project Management Associate (Office of the CEO) position.

The Biotech Project Management Associate (Office of the CEO) will be responsible for operationally managing ongoing collaborations under the supervision of the Head of Strategic

Partnerships & Business Development as well as providing advanced support to the CEO through a variety of tasks and projects.

This role is an exciting career opportunity for an experienced, hands-on, fast-learning and dedicated individual willing to join a mission-driven, high-paced environment.

Responsibilities include but are not limited to

- Support the CEO in a wide range of operational activities and project follow up
- Support and execute collaborative projects management: planning, resource management (budget and FTEs), progress reports, deliverables, ...
- Ensure smooth communication with the operational teams' management
- Review, improve and generate short communication material
- Draft letters, email and prepare business correspondence for the CEO (including correspondence requiring understanding of business, strategy and investor relations)
- Handle every information in an absolute confidential manner

Requirements

- PhD degree in Biotech
- At least 1 year of experience in project management, including timeline and budget monitoring
- Excellent reporting skills
- Excellent communication skills including scientific training in company domain of expertise, e.g. Neuroscience, Neuropsychiatry, Molecular Biology with technical teams and senior stakeholders
- Knowledge of the pharma/biotech world an asset

- Fluent in English (verbal and written communication)

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, decisive approach and a proven ability to work independently and as a team player
- Excellent communication skills
- A passionate, energetic and enthusiastic personality that will ensure commitment to the company and its vision
- Ability to work in a multidisciplinary and international environment
- Highly adaptable to novel framework and work environment

Knowledge or interest in NDD or related therapeutic areas is an asset.

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

If you are ready to take on this step in your career, please send your application to hr@stalicla.com

Due to a high volume of applications, no information will be provided by phone.

**Apply only if your profile matches the aforementioned mandatory requirements.
Only applications including a CV and a tailored cover letter in English will be considered.**