



Associate Director. Process Development

Main function of job:

Responsible for the operation and administration of the process development activities; including oversight of personnel who are competent to perform PD and QC process and reporting progress to senior management. The Associate Director provides project management, team leadership, technical expertise and analytical capacity to the Process Development team at Vaccitech. The Associate Director will ensure that systems are developed and applied for the successful production of safe and effective pre-GMP vaccine stocks.

The current Vaccitech PD team is small and comprises two Research Associates and a QC Research Associate. The function of the PD team is to develop improved and robust platforms for viral vaccine manufacturing. The role will be mostly leadership/planning/analytical but will involve some practical laboratory work as required.

Key responsibilities include:

- To manage the PD team and projects, providing clear timescales as required, to ensure studies are conducted effectively and completed in a timely manner and in alignment with corporate goals.
- Employ a sufficient number of laboratory personnel with appropriate education and experience to achieve objectives, set in conjunction with senior management.
- Ensure deliverables are appropriate: Involvement early on in project planning and negotiation to ensure full details of the production run are understood so that planning can be accurate.
- Ensure enough and appropriate equipment is available, and equipment is maintained for PD.
- Ensure all required Technical SOPs are written and in place and maintained for any tech transfer requirements.
- Ensure that PD staff are trained, and training records are up to date.
- Oversee experiments to improve vaccine production processes; including methods to improve yield, purity, stability, and manufacturability.
- Support the tech transfer of improved processes to CMO.
- Ensure operational adherence to applicable policies and procedures by all PD technical and operational staff reporting to the position.
- Participate in the development and conduct of laboratory meetings and give presentations inside and outside the company as required.
- Participate in the development and implementation of laboratory budgets to ensure compliance with organisational expenditure requirements.

Personal Abilities and Traits:

- Demonstrates personal drive and goal orientation.
- Dedicated team member, able to lead other team members to deliver assigned projects in a timely manner.
- Self-motivated, taking personal pride in delivering on personal and corporate objectives.
- Enthusiastic and flexible to change.
- Demonstrates strong organisational and prioritisation skills to manage a diverse workload.
- Able to interact with individuals at all levels of the organisation.
- A highly effective communicator, both orally and in writing with an eye for detail/ accuracy.
- Reliable and trustworthy, able to work with minimal supervision.



Essential knowledge, experience and skills:

- PhD or equivalent industrial experience.
- Proven track record of project and team management in the process development environment.
- Experience in the propagation of adenoviral and/or MVA/poxviral vectors.
- An in-depth knowledge and understanding of the following (or alternative technologies if relevant): Multi-vessel bioreactor cell culture, Depth filtration, Tangential flow filtration and Ion exchange chromatography
- Practical experience implementing Design of Experiments to develop processes.
- The ability to work in a dynamic small team environment

Desired skills:

- Experience manufacturing viral vectors or similar biologics.
- Proficient in conducting and QC using a variety of methodologies; e.g., PCR, qPCR, DNA sequencing, virus quantification by titration, DNA quantification by spectroscopy, SDS-PAGE, western blot.

The successful candidate will report to the VP. Manufacturing.

Please use the cover letter to highlight how you meet the competencies for the role which will be used along with your CV to assess your application. Please also confirm your current salary and salary expectations.