

	Description
Function	Associate VP, Information Systems (IS) and IT
Location	AC Immune, EPFL Innovation Park, Building B, 1015 Lausanne
Contact	hr@acimmune.com
Percentage	100 %
Company Profile	<ul style="list-style-type: none"> AC Immune is a clinical stage Swiss biotech company focused on the development of innovative therapeutics and diagnostics for Alzheimer's and other neurodegenerative diseases 125+ Employees, 20+ nationalities, IPO in 2016, listed on NASDAQ AC Immune SA is a progressive, equal opportunity employer
Job description	<ul style="list-style-type: none"> Provide AC Immune with highly reliable, state-of-the-art, robust and secure information systems and IT services/systems Lead an IS/IT team of 6 people Ensure that all information systems and IT services/systems comply with all regulations that the Company is subject to and all IT control frameworks that it has decided to follow
Key Responsibilities	<ul style="list-style-type: none"> Define and align the IS/IT strategy with the Company's strategy Continuously improve IS/IT to make it fulfill fast-evolving business requirements Translate the IS/IT strategy into a roadmap of IS/IT projects Ensure that the IS/IT budget, human resources, projects, hardware, and software enable the implementation of the IS/IT strategy Project-manage all IS/IT projects Ensure that information systems and IT services/systems are managed according to best practices in IT Ensure that IT controls are in place to guarantee that the Company complies with SOX 404(b)/COBIT 5 Ensure that GxP Computerized Systems (i.e., information systems and IT services/systems that fall in the scope of GxP audits) comply with good practices in the pharma industry Ensure that information systems and IT services/systems comply with GDPR and the Swiss Federal Act on Data Protection (FADP) Organize regular IS/IT audits and take necessary corrective actions Write SOPs for IT Operations, IT security, and SOX 404(b)/COBIT 5 on change management, security management, access management, problem management, configuration management, data leak prevention, etc.
Qualifications & Skills	<p><i>Required:</i></p> <ul style="list-style-type: none"> M.Sc. in Computer Science from a tier-1 University such as EPFL or Politecnico di Milano (mandatory) Excellent analytical and technical skills – pragmatic, result-oriented problem-solver Successful track record of running and delivering large IS/IT projects on time and on budget Ability to design complex IS/IT systems in a multi-factorial environment Ability to drive and motivate the IS/IT team and to communicate effectively with all Employees in the Company Ability to evaluate and budget for all elements of a given IS/IT project

	<ul style="list-style-type: none">• At least 10 years of professional experience including at least 3 years of experience as Director of Information Systems and at least 2 years of experience with SAP, preferably cloud-based SAP systems• At least 2 years of experience in effective Change Management• Familiar with information systems management, IT service management, and IT infrastructure management• English = mother tongue or spoken/written totally fluently. Professional experience in an English-speaking Company <p><i>Would be a big plus:</i></p> <ul style="list-style-type: none">• Experience as Director of IT Operations & Security• Familiar with COBIT 5 and IT controls for SOX 404(b)• Experience in integrating information system management platforms and IT service management platforms with IT infrastructure management platforms (e.g., using event masking and event correlation)
--	--