

	Description
Function	Procurement Category Manager
Location / Contact	AC Immune SA, EPFL Innovation Park, Building B, 1015 Lausanne- hr@acimmune.com
Percentage	100 %
Reporting Line	Senior Procurement Manager
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 140+ Employees, 20+ nationalities, IPO in 2016, listed on NASDAQ AC Immune SA is a progressive, equal opportunity employer
Job description	In your role as Procurement Category Manager, you will be leading cross functional procurement activities in close collaboration with functional leaders in Research, Pre-Clinical or Clinical Operations. You will engage technically, operationally, and commercially driving dedicated category strategies, contract negotiations, and develop strategic supplier relationships with the main target to improve cost, delivery and quality of the services provided to best support your internal stakeholders.
Key Responsibilities	<p>Key responsibilities include:</p> <p><i>Lead category strategies</i></p> <ul style="list-style-type: none"> Define and lead category (research, pre-clinical, clinical) procurement strategies in collaboration with functional leaders and internal stakeholders following industry best practices in close alignment with the overall procurement strategy Manage the RFX activities for your category and functional procurement area Develop Key Performance Indicators (KPI's) to manage spend across your category Closely collaborate with the functional and respective group heads to propose best possible supplier allocation and spend consolidation per category Lead and support category initiatives including end-to-end process optimization, make / buy analysis, and recommendations within a spend category Define supplier relationship management programs and functional preferred supplier lists for your categories and area of responsibility <p><i>Sourcing and supplier relationship management</i></p> <ul style="list-style-type: none"> Analyze market and industry developments to leverage AC Immune's position Optimize number of suppliers and develop preferred supplier scenarios Manage contracting processes by working closely with all functional stakeholders (project leaders, scientists, legal, quality / regulatory...) to ensure best possible purchasing conditions Develop strategic supplier relationships to improve costs, quality, and delivery Drive continuous improvement process and strive for industry best practices Monitor supplier performance in close cooperation with stakeholders to assess risks and anticipate future developments and collaborations <p><i>Stakeholder relationship management</i></p> <ul style="list-style-type: none"> Participate to the development, roll-out and training of appropriate stakeholders on relevant Standard Operating Procedures and procurement best practices Build and maintain strong working relationships with key internal stakeholders Support the stakeholders and scientists in their purchasing activities Conduct internal reviews to seek for quality level service improvement Champion effective use of tools and technologies to promote efficient delivery of procurement initiatives
Qualifications & Skills	<p>The candidate should have the following qualifications:</p> <ul style="list-style-type: none"> Minimum of 6-8 years of business experience Minimum of 5-6 years of procurement / sourcing experience, ideally in the biotech/pharmaceutical industry Bachelor's Degree in Engineering, Business or Economics Experience leading and participating in cross-functional and/or global teams Proficiency in Internal stakeholder and project management, continuous improvement mindset and skilled in performance management and process redesign Preferred knowledge of the regulatory environment impacting supplier management, sourcing, and procurement ideally in the biotech/pharmaceutical industry (GMP/GCP requirements) Strong analytical, problem solving and negotiation skills Excellent written and oral communication skills in English and French Detail-oriented and well organized