Job Description

Department	Process Research & Development (PR&D)
Position	Associate Vice President – PR&D (Cluster Head)
Reports to	VP - R&D (HOD)
Location	Hyderabad, India

Summary of Job

- To be responsible for 3 to 6 labs, lead a team of 30 - 60 scientists, and ensure timely delivery of projects involving complex chemistry.
- To manage NCE development projects across all phases of development, involving route scouting, feasibility and screening, process development / optimisation and scale up as per the project scope / requirement.
- To provide scientific leadership to the R&D teams and the organisation

Key Responsibilities

- Accountable for managing resources (FTEs) to ensure QuOTIF delivery of projects, including:
    - The provision of appropriately skilled scientists to meet the needs of the business, ensuring adequate training & development of team members.
    - Forward resource projection and planning
- To understand and align with organizational Vison, Mission and goals.
- To support VP - R&D in defining and achieving department's targets.
- To regularly review projects in the Department (globally) and provide scientific solutions to the PR&D teams, enabling them to generate adequate data and acquire required process understanding for successful scale up and delivery.
- To create a culture of scientific excellence, creativity and innovation.
- To apply knowledge of multiple disciplines and/or technology for ensuring effective project delivery.
- To support the teams, when required, in customer interactions.
- To ensure that all the key PR&D activities are aligned with overall project activities & deliverables.
- To ensure 100 % safety and data integrity compliance
- To maintain close collaboration with other functional heads and sites, to resolve cross-functional issues affecting project delivery.
- To critically review all the quotes for PR&D inputs.
- To be responsible for the preparation of annual budgets (manpower and capex) and present to the VP – R&D.

- To develop and implement systems and processes within the department, for improving efficiency, effectiveness and productivity of the department, supporting the implementation of best practice in all areas of work.
- To champion and track the adoption of cutting-edge scientific approaches and new technologies which supports effective project delivery.
- To create an environment which fosters continuous learning and personal development, with a strong focus on scientific excellence.
- To ensure monthly feedback sessions within their cluster.
- To ensure uniform performance appraisal approach within the Department / cluster.
- To identify key future talent and support their personal development seeks out opportunities for staff to further their knowledge and experience.
- To proactively manage individual and team performance taking measures to address poor performance as necessary.

No. of Reportees	Direct - 2 to 4 Lab Heads, Total Team Size - 30 to 60
Qualification	Ph.D. in synthetic/medicinal organic chemistry, from a reputed university. Post Doctoral Fellowship (PDF) from reputed foreign university.
Experience	14 to 20 years of experience in the pharma industry, major experience with CDMO, after PDF. Work experience with overseas pharmaceutical companies preferred. Must have handled the team of at least 25 scientists

Key Competencies (Technical, Functional & Behavioural)

Technical & Functional:

- Good Process Chemistry Knowledge, especially in the CRAMS segment, experienced in the design of chemistry routes and processes for the scale-up of novel raw materials, intermediates and APIs.
- Ability to manage a portfolio of diverse projects, identify & manage technical risk, and proactively manage resources (both facilities, equipment and people).
- Ability to effectively embed new working practices and drive change.
- Ability to translate strategic vision into tactical implementation.

Behavioural:

- Strong track record of leading a team of scientists to achieve team objectives and deliver individual and team development.
- Demonstrates clear accountability, takes ownership, does what s/he says they will do.
- Good inter-personal skills, a proven leader with the ability to influence peers and seniors.
- Demonstrates courage, can be decisive, make tough decisions and will speak up when required.
- Ability to constructively engage at all levels in the organisation.
- Proven ability to coach and mentor individuals and teams to maximise performance.