



POSITION: Manager, Supply Chain

DATE: July 2021

REPORTS TO: Senior Vice President, Technical Operations

FLSA STATUS: Exempt

DEPARTMENT: Technical Operations

ACCOUNTABILITY OBJECTIVE

As the Manager, Supply Chain you will demonstrate executional excellence and assure robust planning and procurement in support of Impel's combination products. This position is responsible for establishing manufacturing and supply chain planning of device and drug raw materials, components, finished devices and finished drug product across the global supply chain. You will develop the supply plan to ensure adequate supply and safety stock to support the sales forecast during the entire product lifecycle. You will manage purchasing to your plan. You will work with finance to develop strategies to achieve desired business outcomes related to procurement, safety stock, and inventory levels. This position will require collaboration with internal teams, consultants, and C(D)MOs for the effective planning of combination product supply.

ESSENTIAL DUTIES AND RESPONSIBILITIES includes the following. Other duties may be assigned.

- Establish and maintain the plan for manufacture and supply of raw materials, components, finished devices, and finished drug products to meet sales forecast.
- Work collaboratively with the finance team to develop approaches and strategies to balance inventory and safety stock to meet business objectives
- Support the Sales, Inventory, and Operations Planning process with data, analysis and what-if scenarios related to product supply and actual sales.
- Effectively manage shelf life of devices, drug and finished combination product to minimize expired product.
- Support and maintain effective and collaborative partnerships with Impel suppliers.
- Analyze and establish purchasing tactics and quantities to promote cost effective procurement consistent with financial objectives of the business.
- Provide forecasts to suppliers consistent with contractual requirements.
- Support and participate in supplier business reviews
- Working with functional managers, author, review and approve SOP or department level documents related to GMP compliant purchasing, storage, and material control at C(D)MOs and suppliers.
- Participate in multi-disciplined matrix-based project teams as required.
- Participate in FDA inspections, Customer Audits, and Supplier Quality Audits as necessary.

- Define performance metrics to be monitored to promote measurement and improvement of the combination product supply chain function.
- Implement and utilize Excel and/or ERP/MRP based planning and management tools for tracking and planning of all defined material requirements.

EDUCATION, EXPERIENCE AND/OR SKILLS REQUIRED AND PREFERRED

- Bachelor's degree in Engineering, Operations, Manufacturing, Business, or Finance or equivalent is required.
- 7+ years relevant industry experience in cGMP/FDA regulated or high-tech commercial supply with at least 5 years as a buyer/planner-/master scheduler is required.
- Extensive knowledge and experience in the use of ERP/MRP systems for procurement of supply and management of material inventory is required.
- Experience in developing and using complex Excel spreadsheets for planning, analysis and review of available supplier data is required.
- An attitude of executional excellence through consistent and precise execution to plans to achieve defined business objectives is required.
- Versatility to engage with various functional representatives and contribute impromptu/ad hoc in the entrepreneurial spirit is required.
- Knowledge of 21 CFR 820 as it pertains to GMP material control and purchasing is preferred.
- Experience in planning for virtual manufacture using suppliers and C(D)MOs is preferred.
- Demonstrated experience with new product introduction and/or commercial launch is preferred.
- Proficiency with Microsoft Project or Smartsheet is preferred.

CULTURAL COMPETENCIES

- **Collaborative:** Works together in an intersection of common goals by sharing knowledge, learning, and building consensus with others.
- **Flexibility:** Develops new or diverse strategies to achieve organizational goals. Able to lead in a changing and challenging work environment. Manages competing demands and unexpected events.
- **Ownership:** Demonstrates full ownership and takes accountability for the actions and execution of both self and the department.
- **Leadership:** Ability to be dynamic and visionary, and able to define clear and specific objectives, tasks, and responsibilities.
- **Initiative:** Measures self against a standard of excellence. Demonstrates persistence and overcomes obstacles, takes calculated risks to accomplish goals. Ability to work a demanding, primarily self-directed work schedule.



- **Professionalism:** Works well in a fast-paced environment; treats others with respect and consideration; accepts responsibility for own actions. Understands business implications of decisions, aligns work with strategic goals. Meets deadlines and commitments.
- **Communication Skills:** Clearly and persuasively communicates verbally and in writing. Listens and seeks clarification; manages difficult situations; maintains confidentiality.
- **Problem Solving:** Conducts appropriate analysis and makes clear, consistent, and timely decisions.
- **Detail minded:** Demonstrates accuracy and thoroughness; monitors own work to ensure quality and organization. Strong attention to detail while multitasking.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must have demonstrated ability to multitask in high pressure, changing conditions. Sitting, standing, stooping, and lifting of packages/laboratory equipment up to 30 pounds may be required.

WORKING CONDITIONS

When based in the office, expect a noise level typically moderate for offices and labs.

PRIMARY LOCATION & TRAVEL

Seattle, Washington. Travel up to 30% to meet the ongoing needs of the business, some of which may be international, so a current passport is required.