

# ALTER PHARMA GROUP NV

## GLOBAL GENERICS OPERATIONS BUSINESS UNIT

### NEW PRODUCTS INTRODUCTION SPECIALIST (NPI SPECIALIST)

#### ABOUT OUR COMPANY

**Alter Pharma** is a Belgian group of pharmaceutical companies with headquarters in Anderlecht (Belgium) and offices in Ireland and the United States. Employing in total over 140 employees, the Group distributes a wide range of pharmaceutical products to pharmacies, wholesalers, hospitals and retirement homes. At the same time, Alter Pharma is a global player on the generics market, with around 15 molecules on the European and US market and a fully stocked pipeline of niche, complex and added value products.

#### Our values

Our talented staff daily work in accordance with our company values:

- We are proud of our entrepreneurial culture and foster open communication, mutual respect, professionalism and efficient decision-making and we believe that our multicultural organisation is one of our most important competitive advantages.
- We believe that timely and well considered decisions as a response to emerging opportunities and ideas is the key to our success.
- We believe that the success of the company lies in the competence, dedication and motivation of each of our employees.
- We believe that freedom returns flexibility and empowerment returns commitment.

We are currently looking for a talented New Products Introduction Specialist to help us proactively managing the lifecycle of the medicinal products. The successful candidate must have proven skills in Project Management, Customer service or Launch Management in the pharmaceutical industry and has at least 3+ years relevant experience in RA in launches management and/or supply chain in Pharma Industry.

You will be responsible for the global launches for the B2B and B2C company business. You will report directly to the companies' New Products Introduction Manager and will be based in Balbriggan (Dublin area), Ireland.

#### The job description

The NPI Specialist undertakes full responsibility of the following:

#### Key Accountabilities

- You define detailed launch plans and lead meetings with the cross-functional teams, clients and contract manufacturers. You are in charge of project tracking and communications in support of launches. You ensure on-time product launches.
- You work with contractors and clients to ensure alignment project timeliness and deliverables.
- You manage the planning and execution of the launches, including timelines and deliverables.
- You lead serialisation on-boarding process between clients and contractors.

- You ensure identification and escalation of any issues putting the launch at risk ensuring fast resolution.
- You energize and excite the launch team on the importance of launch readiness.
- You define, track, and communicate dashboards and other tracking tools to ensure visibility and focus on performance against launch milestones and goals. Facilitate closed-loop improvement; promote results orientation throughout the organization.
- You identify and manage risks, including the development of contingency plans, proactive approach to uncertainty.
- Continually raise the bar across the company and implement launch process improvements. Seek and act on opportunities to improve cross-functional collaboration and efficiency.
- You ensure alignment and continuity between pre-commercial launch activities, commercial launch activities and post-launch activities.
- You build strong working relationships both internally and with key partners. Represent the company in dialogues with customers and suppliers.
- You lead internal coordination of company departments to solve exceptional situations. Take ownership of issues and follow problems through to resolution. Lead issue resolution in a proactive and positive manner.
- You develop contingency plans necessary to meet changes in the business environment (e.g., regulatory changes, new competitors and interruptions in production/supply).
- You effectively communicate and create a positive experience with clients, internal stakeholders, external manufacturers and other parties.
- You design and implement new standard operating procedures and working standards. Develop, manage and implement CAPA plans when required.
- You read, comprehend and when required review and approve legal documents such as supply and logistic agreements.
- You develop reports and presentations to business partners and stakeholders to support improved decision making.
- Launch forecast process management – ensure the forecast management process is accurately implemented (clients' forecast request, introduction of the information in the system and critical evaluation).
- Client orders management – ensuring the order management process is accurately performed (receiving, validating and processing orders as per internal procedures, keeping customer informed about order's status, solving orders issues, supporting finance department in the invoicing process, supporting clients in product collection).
- Contract manufacturing orders management – ensuring the contract manufacturing orders management process is accurate (creating purchase orders based on client requirements and as per internal procedures, ensure the right priority is given to the company orders, request order confirmations and delivery date updates when required. Process shipment documents and invoices).
- You ensure accurate records for the order related documents, document customer service actions and discussions are kept by the team.

## Your professional profile

The successful candidate has a degree in supply chain, business, engineering, life sciences or related field or equivalent through experience and have at least 3+ years of relevant experience in launches management and/or supply chain in Pharma Industry.

You have experience in Project Management, Customer service or Launch Management in the pharmaceutical industry.

You have good knowledge of project management tools and processes, SAP and Microsoft software packages (Excel, PowerPoint).

## Your abilities

- You are self-driven and enthusiastic, driving success with people and encouraging others to set high standards of performance.
- You are a clear communicator
- You drive for performance (fast decision taking, positive, courage, curious, connected)
- You are a team player with strong customer focus.
- You have eye for detail and excellent attention to quality
- You have strong written and oral communication skills; ability to influence key stakeholders.
- Strong analytical and problem solving skills. Proactive and hands-on approach to issue resolution.
- Strong interpersonal and communication skills to build and sustain working relationships across multiple cultures.
- You speak and write fluently English. Other languages are an asset.

For more information about our company, please visit [www.alterpharmagroup.be](http://www.alterpharmagroup.be). Motivation letter and CV can be sent to [recruitment@alterpharma.be](mailto:recruitment@alterpharma.be).