**Senior Manager, Medico-Regulatory Affairs**

Hybrid ◦ Full time

Geneva, Switzerland

The Developing Countries Vaccine Manufacturers Network (DCVMN) International is a voluntary public health-driven alliance of more than 45 vaccine manufacturers from 17 developing countries, firmly engaged in research, development, manufacturing and supply of high-quality vaccines that are accessible to protect people against known and emerging infectious diseases globally.

DCVMN works to strengthen vaccine manufacturers through the provision of knowledge sharing programs and professional training on technical capabilities, research in vaccine production, encouraging technology transfer initiatives and educating the public about the availability of safe and effective vaccines, from developing world manufacturers and several other related programs.

DCVMN Secretariat is responsible for the effective coordination and organization of the Network’s operational excellence and drives the alliance’s strategic initiatives.

As a part of its global expansion program, DCVMN is looking for a talented and self-driven individual for the position of **Senior Manager, Medico-Regulatory Affairs** based in Geneva, **Switzerland** to support its global training activities on a full-time basis (100% FTE).

**Job Purpose:** The basic purpose of this job, being an important & integral part of the DCVMN International Secretariat, would be to support the organisation deliver its agreed objectives by harnessing talent and professional development of the technical workforce of its member companies in coordination with global agencies and effectively utilising and monitoring funds received through grants from the multilateral funding agencies for building member companies’ capacity and capability to accomplish overarching goal of global vaccine equity as well Pandemic Prevention Preparedness and Response (PPPR)!

**Reporting:** The position reports directly into CEO-DCVMN International

**Package:** The incumbent will be paid a fixed salary commensurate to qualification, experience and expertise as per standards prevailing in the international ‘not for profit’ organisations.

**Key Responsibilities:**

* Strategizing to leverage the learnings from COVID-19 to help expedite approvals for new vaccines through CRP as well as PACs by NRAs.
* To provide guidance on the new product filings, regulatory approval process, post approval variations, life cycle management of products from lab scale to commercial production and supply.
* Dealing with WHO (essential), EMA, FDA and other SRAs as appropriate.
* Participation in international regulatory, pharmacovigilance and clinical meetings.
* Providing strategic inputs to member companies preparing for WHO PQ.
* Liaising with member companies, academia, research institutions and industry partners.
* Coordinating Expert Working Groups.
* Generating quality reports, preparing effective grant applications and presentations.
* Chasing & achieving time bound goals and challenging objectives.

**Skills and Qualifications:**

* Strong knowledge of the clinical and regulatory aspects of clinical development to obtain MA/WHO PQ.
* Experience with US FDA/EMA/WHO & other SRAs as appropriate.
* Full understanding of preparation and filing of dossiers for submission to various regulatory agencies all over the world (including eCTD, CTD format & ACTD Format) where appropriate.
* 10-12 years of experience in related field/s in a multinational setting.
* Experience of working with global/international agencies.
* Good experience in CRO management.
* Energetic and go-getter.
* Ability to learn quickly, take initiatives, and work both independently and within a team setting.
* Strong knowledge of all Microsoft Office applications.
* Knowledge and experience with AI preferred.

**Requirements:**

* Excellent communication skills, **both in written and verbal English.**
* 10-12 years’ experience preferably in MNCs/ global public health institutions like GAVI, CEPI, WHO.PATH or any other international organisation of repute.
* Team member.
* An out of box thinker & solution finder.
* Goal oriented behaviour with OTIF (On Time In Full) delivery.
* Masters’ degree from a reputed University/Institution in Medicine will be preferred
* Publications in peer reviewed journals like Lancet, Vaccines, Human Vaccines & Immunotherapeutics, Journal of Infectious Disease etc.
* Previous experience in vaccine industry will be preferred.
* Must be prepared to travel extensively with valid passport.

**Application:** Please send your detailed CV and a cover letter in English to r.suri@dcvmn.net

 Applicants who are considered for an interview will be contacted through email. Those who have applied earlier and have not heard from us **may please not apply again.**