

Careers in SABER BIO

Program Manager

November 25th, 2022

SABER BIO is a young biotech company, a spin off from ESPCI, based in Paris, France. We develop fully integrated single cell analysis instruments and assays for advancing the understanding of complex biology, accelerating drug discovery, and enhancing accuracy in precision medicine. Our technology combines droplet microfluidics and deep single-cell characterization to provide high content single-cell profiling at high throughput.

We are looking for enthusiastic and innovative people who share our passion to build the next generation of single-cell analysis instruments using leading edge technologies. You will work in an early-stage company with an experienced management and scientific team that has a successful track-record in developing and commercializing single-cell technologies. In addition, the scientific founding team are recognized global leaders in our core technologies and have been involved in the creation of multiple biotech companies.

The key personal characteristics that we are looking for are:

- Hands-on manager
- Excellent communicator
- Positive energy to push the teams to excellence
- Pro-active
- Team player
- “Getting things done” mentality
- Ambitious

The following permanent position is open for our lab facility in Paris:

Associate Director, Program Manager

- Job summary:
 - SABER BIO’s “Product Development Program” consists of multiple projects focused on instrument-, consumables-, software- and assay development. The candidate acts as a coordinator between multiple projects and will work with the project leaders to ensure accomplishment of the Product Development Program on schedule, within budget and meeting the Product requirements.
 - The candidate will be responsible for keeping projects on track, continuously tracking project statuses, resolving obstructions (resource constraints, requirement ambiguity, staff constraint, etc.), and communicating ongoing progress to stakeholders, and suggesting changes to guarantee optimal use of the company’s resources keeping projects on track and resolving conflicts that may arise.
 - The candidate is “hands-on’ involved in the projects by preparing documentations templates and standards for the product program management and development, SOP’s and lab books.
 - The candidate must be a self-starter, willing to be on top of things with a strong focus on details
 - The candidate must demonstrate ability to participate in cross-functional and global teams/contractors, be able to work collaboratively and to work to deadlines and deliver a quality result
 - The candidate must have excellent written and oral communication skills (English).
- Essential duties and responsibilities:
 - Ensure accomplishment of the Product Development Program on schedule, within budget and meeting the Product requirements.
 - Support the project leaders, coordinate and organize activities across teams to maximize

- efficiencies, synergies and quality.
 - Ensure all documentation required for the Product Development Program is completed on time, meeting industry standards.
 - Develop an evaluation method to assess program strengths and identify areas for improvement.
 - Implement and manage changes and interventions to ensure project goals are achieved.
 - Meet with stakeholders including project leaders, CTO and CEO to make communication easy and transparent regarding project issues and decisions on services.
 - Produce accurate and timely reporting of program status throughout its life cycle.
 - Analyze program risks.
 - Work on strategy with project leaders and senior management.
 - The candidate will report to the CTO.
- Preferred experience:
 - Proven experience in program and project management with successful track record of achieving project goals on schedule, within budget.
 - Engineering background with proven experience in product development, preferably Life Science instruments including hardware, software, consumables and kits
 - Basic knowledge of biology is a plus.
 - Education requirements:
 - Masters with at least 6 years industry experience or PhD in engineering with at least 4 years industry experience in a relevant sector.
 - Excellent oral, written and presentation skills in English

Contact: hr (at) saber-bio.com