

Job Title

Logistics Manager (3 year contract)

About ACTRIS

The Advanced Cell Therapy and Research Institute, Singapore (ACTRIS) was established on 20 April 2020 to meet the increasing clinical demand of using cellular therapeutics to treat various life-threatening diseases. ACTRIS's vision is to be the national and regional Centre of Excellence for discovery, process development and manufacturing of cellular-based therapeutics across the broad spectrum of immunotherapy and regenerative medicine, encompassing both investigational and approval products for the local market. ACTRIS aims to achieve accreditation from national and international regulators to ensure quality compliance of resource-efficient cellular therapy manufacturing. Our common goal is to promote and foster the entire value of chain of cellular therapy ecosystem through enabling translational research and development, manufacturing, clinical service provision, and commercialisation by serving the healthcare, academic and industrial sectors. ACTRIS will also provide value-added services such as workforce training, regulatory facilitation and ancillary material standardization, pertaining to delivery of cellular therapy to patients.

Job Description

The Logistics Manager is responsible for the management of supply chain and logistics functions of Advanced Cell Therapy and Research Institute Singapore (ACTRIS). This role also oversees the material management, inventory control, product tracking and cold chain logistics of cell, tissue/ gene therapeutics (CTGTs) manufactured at the facility.

Roles and Responsibilities:

- Lead the team to manage incoming/ outgoing shipments coordination with customers, sales and freight forwarders.
- Ensure on time submission of all required shipping/ declarations documents such as Letter of Credit (LC), required documents from certification organizations, MOH and insurers.
- Provide advices regarding product/ancillary material life cycles, inventory requirements and disruption to supply.
- Responsible for materials release process and communication.
- Oversee coordination with production on product deliveries and Business Development Department on shipping confirmation/ logistics issues.
- Lead/ build a culture of compliance, strong environmental, health, and safety performance.
- Evaluate metrics to assess performance and implement enhancements.
- Manage budgets and expenditures.
- Collaborate with cross-functional teams to improve systems, processes or internal/external performance.
- Ensure that all operations comply to legal framework, policies and ISO requirements

Requirements:

- Candidate must possess at least a bachelor degree in Logistic/ Supply chain or equivalent. Degree in Life Sciences, Supply Chain, or similar is an advantage.
- At least 5 year(s) of working experience in the related field is required for this position.
- Supervisory experience in a Site Supply Chain Organization.
- Familiar with shipping documents like LC and custom regulations/ procedures.
- Experience in healthcare/cold chain logistics is an advantage.
- Excellent planning, organizing and negotiation skills.
- Experience with lean six sigma projects and change execution management.
- Strong team player with good interpersonal, written and communication skills.
- Proficient in Microsoft Office.

Please send your application to career@cris.sg

Please indicate in your email the following header: Application for Logistics Manager, ACTRIS

Company Overview

The Consortium for Clinical Research and Innovation Singapore (CRIS), a wholly owned subsidiary of MOH Holdings, was established in 2020 with the goal of strengthening synergies and promulgating strategies for national-level clinical research and translation programmes under the stewardship of the Singapore Ministry of Health. The former Singapore Clinical Research Institute Pte Ltd was repurposed to form CRIS which brings together five entities as business units under a common management and governance structure. These are the Singapore Clinical Research Institute (SCRI), the National Health Innovation Centre (NHIC), the Advanced Cell Therapy and Research Institute Singapore (ACTRIS), the Precision Health Research Singapore (PRECISE), and the Singapore Translational Cancer Consortium (STCC).

Additional Company Information

Average Processing Time
25 days

Industry
Healthcare / Medical

Benefits & Others

Dental, Miscellaneous allowances, Medical, Regular hours, Mondays-Fridays, Business (e.g. Shirts)