

BioDuro Job Description

Department: Business Development
Title: Business Development Director - Drug Discovery - Bay Area
Reporting to: Senior Director, Business Development
Classification: Exempt
Location: Bay Area

POSITION SUMMARY

This is a management level position responsible for administration and territory management of a BioDuro-Sundia Discovery and CMC China business.

ESSENTIAL JOB FUNCTIONS

- Carry out regular outreach, cultivate relationships, manage accounts, and secure opportunities for selling our drug discovery stand alone and integrated services in Chemistry, Biology, DMPK, Oncology and Pharmacology.
- Responsible for Revenue generation, development and management of strategic partnerships.
- Execute business development initiatives that are consistent with the company's overall strategy
- Respond to Requests for Proposals with urgency.
- Confidently negotiate and close discovery and development deals.
- Interact with members of the management and operations team to secure new business
- Maintain accurate and accessible tailored documentation i.e. presentations / proposals / agreements/ updates
- Assist in the generation of Fee for Service Proposals / FTE Contracts / Agreements, Client Service Agreements etc.
- Interact with members of the management team to ensure proposals / contracts are consistent with execution plans.
- Update SFDC databases to include opportunities, proposals issued, approved projects, BD activities, and other tracking indexes.
- Present tailored presentations to existing and potential clients.
- Ability to manage client expectations and meet both client and internal commitments,
- Strong communication skills in all forms including written, oral, email, telephone, video call and presentation
- Conduct on-going market research and maintain a detailed understanding of the potential client base across all service areas
- Integrate with colleagues in the sales team, contribute to the work ethic, culture, and values.
- Be customer's internal champion.
- Work closely with BDA team for lead generation and appointment setting
- Represent BioDuro-Sundia at industry events and tradeshows with professional manner and polished appearance to gain new business leads and contacts
- Assist in the creation of BioDuro-Sundia marketing literature and advertisements.
- Complete requested administrative reports on a timely basis.
- Perform other duties as assigned



KNOWLEDGE AND SKILLS

EDUCATION & EXPERIENCE

- BS/MS in Chemistry, Biology, Pharmaceuticals or a Life Science discipline or equivalent.
- Minimum of 3-7 years proven experience selling services, developing pipeline of opportunities, and closing sales.
- Experience working with pharmaceutical, biotech or CRO throughout target identification, lead optimization, and candidate selection cycle is a plus.
- Knowledge of pharmaceutical and drug discovery industry including drug discovery and development of drug candidate and substance, biology, DMPK and Pharmacology.

TERRITORY

- Bay Area - Northwest territory

SKILLS

- Technical knowledge and Subject Matter expertise in Drug Discovery and Development
- Handles and manages personal and interpersonal stress
- Has the discipline to stay focused and complete specific task
- Interacts well with others
- Excellent verbal and written communication skills.

SUPERVISION AND LEADERSHIP

- N/A

WORKING CONDITIONS

Travel required. Home office. Visits to corporate office. Light physical activity performing non-strenuous daily activities of a productive/technical nature.

PHYSICAL REQUIREMENTS

1. Use of all general office tools and equipment
2. Ability to sit and stand for long periods of time.

Sitting	60%		Standing	20%
Bending	0%		Kneeling	0%
Climbing	0%		Pushing/Pulling	0%
Lifting	10%	Typical Weight less than 25 lbs	Carrying	10%

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed, as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. They are representative in that the qualifications and physical demands must be met by an employee to successfully perform the essential functions of this job.

We value diversity and are proud to be an equal opportunity employer. BioDuro provides reasonable accommodation in job application procedures for qualified individuals with disabilities and disabled veterans. If you need accommodation in connection with the recruiting process due to a disability, you may use the alternative methods by emailing careers@bioduro.com. If you are selected to interview for a position, you may also request an accommodation with our team directly.