

开发创新疗法是科学领域中最具挑战性、最重要和最有个人价值的领域之一。在我们追求将创新科学转化为患者价值的过程中，成为阿斯泰来的一员是一个令人兴奋的时刻！我们是一家拥有独特的合作和以患者为中心的文化的公司。

现对以下职位进行公开招聘，欢迎符合条件的同事投递简历或推荐外部候选人。

**Position: Medical Affairs Manager**

**Department: Medical Affairs Department**

**Line Manager: MA Director**

**Location: Beijing/Shanghai**

**Accountability:**

**1、 Medical Affairs Strategy & Tactics**

a. Accountable for overseeing timely medical input of tactics into the Core Medical Plan (CMP) tools for planning, updating the CMP tracker and executing the CMP within timelines and budget.

b. Oversee the execution of medical activities and participating or leading advisory boards to gain further insight for Medical Affairs strategies and tactics.

c. Provide medical input to commercial activities for the product brand teams including the planning, preparation, and approval of

i. Strategic business plans

ii. Promotional and scientific materials

iii. Product and disease training to marketing and sales colleagues in the affiliate.

d. Provide an external medical and business environment perspective to cross-functional stakeholders in the affiliate.

**2、 People Management**

a. Manage the talent within your direct reports to motivate and develop high potential talent, to engage all direct reports, and to tackle low performance in a timely and effective manner in accordance with the Astellas Performance Management framework.

- b. Motivate and provide leadership to the members of the Medical Affairs team to ensure optimum results as well as career satisfaction and development.
- c. To ensure all vacancies are recruited for in a timely and effective manner.
- d. Ensure that a relevant Personal Development Plan is in place for all direct reports who is required, and performance is regularly appraised, including conducting annual performance appraisal reviews.
- e. Maintain up to date job descriptions for all direct reports to reflect.

### 3、 Clinical Research/ Investigator Sponsored Research

- a. Be proactive in generating ideas for studies and identifying areas where research, new data and new materials may be beneficial to the Company.
- b. Provide Medical advice to the Company in relation to MA sponsored clinical research and investigator led studies.
- c. Evaluate proposed research concept and/or protocols from HCPs for Investigator

### 4、 Internal/External Relationships

- a. Develop, maintain, and track relationships with key external experts (KEEs), healthcare professionals, government authorities, funding bodies and other entities to engage and communicate the value of Astellas products in compliance with Astellas values/code of conduct as well as applicable local regulations.
- b. Produce a monthly report on your activities for the regional medical affairs team and represent the affiliate at internal MA Asia Oceania events and meetings where appropriate.
- c. Liaise with external agencies in specific projects and to address specific internal business needs.
- d. Attend selected meetings and congresses and participate in external platforms and working groups to foster external relationships.
- e. Develop and maintain working relationships with commercial colleagues and with key stakeholders in Astellas to enhance cross-functional teamwork and success.

### 5、 Learning & Development

- a. Develop expertise and scientific evaluation of therapeutic areas through self-study, company-provided training, and scientific meeting attendance in order to enhance the contribution to the company.
- b. Along with other members of the Medical Affairs team, play an active role in identifying the medical training needs of the organization and therefore providing the relevant medical and product.

### 6、 Legal/Compliance/PV

- a. Maintain up-to-date knowledge of Company SOPs and recognize situations that require legal/compliance input and seek guidance as appropriate to ensure adherence to compliance in all areas of operations.
- b. Works with Ethics and Compliance to manage expectations of both internal and external stakeholders regarding what Medical Affairs can and cannot do.
- c. Follow company's policy on pharmacovigilance.

## **Required**

- Medical Degree (preferred) or Pharmacy Degree.
- Proven ability to utilize medical/ scientific knowledge to meet commercial objectives.
- Ability to demonstrate effective leadership of teams and strong personal leadership.
- Ability to proactively grasp complex sets of information and act/plan accordingly.
- Understanding and awareness of information sources
- Excellent interpersonal/communication skills, presentation and negotiation skills
- Cross-cultural awareness, ability to work in a fast-paced and ever-changing environment.
- Fluency in both local language and English – written and spoken.
- Project management, financial and budgetary expertise.
- Possess thorough knowledge of ICH GCP guidelines, Industry regulations and quality standards.
- Strong problem solving and analytical skills with an ability to resolve project issues independently.
- Demonstrated experience of effectively working in a matrix environment.
- Demonstrated ability to apply a corporate operating philosophy and operate within company policies and procedures, and to successfully function within a commercial environment.
- Innovation/Creativity
- Team spirit and teamwork ability

## **Preferred**

- Minimum of 5-7 years in the pharmaceutical industry including at least 3 years in medical affairs
- Experience of managing teams and working in an international matrix organization/environment
- Medical expertise/experience in the relevant therapeutic area(s) is an advantage but not essential.

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