



Capricor Therapeutics, Inc. (NASDAQ: CAPR) is a cutting-edge biotech company focused on the discovery and development of novel cell- and exosome-based therapeutics for the treatment and prevention of diseases. Capricor's lead product candidate, allogeneic Cardiosphere-Derived Cells (CDCs), known as CAP-1002, is being investigated as a treatment for Duchenne muscular dystrophy and COVID-19. In addition, the Company is conducting research and development on its exosomes platform technology for a variety of indications. In response to a global pandemic, our team is currently applying its technologies to deploy a novel vaccination approach against COVID-19. Capricor offers exciting opportunities and invites qualified professionals to join our expanding team. Capricor provides competitive compensation and benefits packages.

Position: Project Manager, CMC and Supply Chain

Duties:

- Develop project timelines and drive timeline tracking for pipeline programs focused on CMC and supply chain coordination
 - Collaborate with project leaders to refine and implement project plans and support project execution including, but not limited to, reporting, project planning (creation and management of Gantt charts), documentation workflow, budgeting, and risk management
 - Identify project issues and facilitate resolution, conduct risk management and contingency planning
- Support project teams to enable achievement of project objectives and maintain focus on critical path timelines with team leaders
 - Management of project documentation
- Support and manage cross-functional meetings including the following:
 - Meeting planning and scheduling
 - Ensuring meeting documentation is continuously maintained so that there is a clear and logical record of events for each project or partnership
 - Creation and distribution of meeting agendas, actions, and decisions Tracking actions for completion
- Manage vendor, partner selection and supply chain relationships
 - Coordinate contract implementation by facilitating rapid contract drafting, internal and external reviews, resolution between parties
- Provide support for program logistics, sample logistics, procurement and contracting troubleshooting and issue resolution
 - Scheduling and monitoring shipments and ensuring that issues with transit are proactively identified and resolved quickly
 - Updating and reconciling material tracking systems
- Ensure continuous improvement by identifying gaps and solutions for existing processes

Requirements:

- BS degree
- At least 3-5 years of experience in supply chain, CMC and project planning
- Working knowledge of FDA cGMP regulations
- Experience in project management in a pharmaceutical environment, or other highly regulated environment, is desired
- Experience in supplier management, supply chain, (e.g. sourcing, logistics, warehousing and distribution), lean, and the clinical environment, a plus



- PMP is desired
- Excellent communication and organizational skills;
- Ability to deliver to a high standard of quality;
- Manage multiple projects simultaneously, with ability to prioritize in a fast paced, dynamic environment;
- Comfortable working independently, and delivering high-quality outcomes with minimal oversight; and
- Ability to take ownership of projects and work at pace.

Applicants should submit their resume to careers@capricor.com.