



TITLE: DIRECTOR, INFORMATION TECHNOLOGY **LOCATION:** EXTON, PA
TO APPLY: SEND RESUME TO: GVERDI-FRANCESCO@FRONTAGELAB.COM & REFERENCE JOB TITLE IN SUBJECT LINE
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DUTIES:

Exciting opportunity! The ideal candidate will have prior experience working in the pharmaceutical, biotech, medical device or other life science industries.

QUALIFICATIONS:

- Bachelor's Degree in computer science, computer engineering or related technologies preferred.
- Minimum of ten (10) years of information technology experience, and at least three (3) years of information technology management experience, preferably in the life science industry.
- Global Experience with infrastructure and communication needs between multiple sites.
- Excellent organizational and time management skills.
- Outstanding interpersonal, communication and writing skills.
- Will spend some time in our Clinic and Clinical support service group located in New Jersey. Potential travel to China as needed.
- No relocation candidates will be considered.

RESPONSIBILITIES:

- Perform overall management of US Information Technology department including though not limited to IT infrastructure, system security, disaster recovery, telecommunications;
- Supervise IT support staff in multiple locations and ensure appropriate technical training for all IT personnel;
- Work with management and staff to assess and respond to IT business and technical needs with robust, cost-effective solutions for a growing organization;
- Represent Company during Sponsor audits and evaluations;
- Establish an appropriate IT infrastructure for all business locations with possible implementation with the company's China operations;
- Review and access new software applications across the business needs including justifiable enhancements to existing software, databases or hardware as the business warrants;
- As business needs dictate, research, review, assess and recommend new software and hardware solutions as well as current software and hardware utilization;
- Oversee and develop departmental process and procedures for internal control purposes, user needs/requirements and Sponsor needs;
- Ensure uninterrupted mission critical services and the systems which support those services;
- Develop a IT strategic plan based on the business plans and projections to ensure that IT can support the fast growing nature of business;
- Manage the various vendors required to support the technology operations.