

**BIOLOGICS CONSULTING GROUP, INC., (BCG)** is a nationally recognized biopharmaceutical product development and regulatory consulting firm, with offices in Alexandria, VA (*head office*); Cary, NC; Franklin, MA; San Mateo, CA, and Beijing, China (*plus a subsidiary — BCG-Japan — in Tokyo*), and is seeking candidates for the position of —

## President & Chief Operating Officer

BCG is a diverse organization with a unique culture. The BCG staff is composed almost exclusively of senior regulatory affairs professionals who require minimum management or oversight. Our employees have either industry or FDA backgrounds and have experience with all aspects of product development for biopharmaceuticals and devices. The President/COO oversees the BCG administrative staff, functions as a resource for employees needing assistance with client issues, and works to assure the smooth functioning of all the BCG infrastructure such that the employees can provide their services unencumbered by bureaucracy.

### PROFESSIONAL QUALIFICATIONS:

- Minimum of 15 years experience in biopharmaceutical and/or device regulatory affairs with demonstrable knowledge of the policies and practices of the FDA as they pertain to approval of biotechnology products.
- An MD or PhD in a relevant discipline.
- A demonstrated ability to plan, direct, and manage the operations, programs, and staff of a complex organization.
- Strong communication skills and a willingness to actively promote BCG.
- A capacity to organize resources, establish priorities, develop and monitor budgets, and to ensure that financial resources are managed effectively and efficiently.

### SPECIFIC ROLES:

The President/COO will assume full operational responsibilities for the day-to-day activities of BCG, operating from its head office in Alexandria, VA, and reporting directly to the CEO and Board of Directors. The President/COO will serve as Head of the VA office and manage oversight and coordination of activities over all offices.

A representative summary of the duties of the President/COO include:

- Supervise day-to-day activities of the VA office staff (*all financial, human resource, electronic submission, and US Agent activities are handled by the staff of the VA office*).
- Responsible for assuring appropriate follow-up to all client or potential client inquiries and for routing of work to the appropriate consultants (*in coordination with other office heads*).
- Chair of the BCG Executive Committee, which includes the heads of all offices plus the CFO.
- Lead and manage growth of regional offices. Makes final decision on BCG hires and terminations — based on recommendations of the Office Heads — with input from the CEO.
- Assist the CEO in the development and execution of business development activities.
- Work directly with CFO to ensure that appropriate financial results are achieved.

BCG offers a salary, bonus and benefits package that is commensurate with experience and competitive with comparable positions. Relocation expenses are not provided.

To apply, please forward resume and a statement of interest (*2 pages maximum*) by email to: BCG President/COO Search Committee at [bcg@bcg-usa.com](mailto:bcg@bcg-usa.com). Principles Only — No Phone Calls.

