



Position: Director, Commercial Operations

Reports to: Vice President, Business Insights and Commercial Operations

Location: Brisbane, CA

Summary:

The Director, Commercial Operations is responsible for the development and management of the functional areas that form the operational infrastructure supporting the Aimmune field organizations. Specific responsibilities include collaborative efforts with Sales Management, Marketing, Market Access and Medical Affairs to drive deliverables in data acquisition, reporting, commercial data warehouse, sales CRM, Marketing multi-channel marketing (MCM), reporting, and field force technology among many other operational responsibilities.

Key Accountabilities/Core Job Responsibilities:

- Manage small team of operational analysts
- Development and maintenance of commercial data warehouse
- Development and maintenance of master data management and field CRM systems
- Acquisition and management of sales and other commercial data
- Development, production, and distribution of monthly sales reports, as well as various ad hoc reports requested by marketing and sales management
- Management of vehicle fleet in coordination with vendor (if needed)

Qualifications:

- Outstanding organizational and management skills
- Ability to formally and informally lead functional teams
- Excellent analytical and problem solving skills
- Excellent written and verbal communication skills
- Excel, Access, and other complex database management experience
- Knowledge of various CRM and field tools
- Strong time management skills with experience meeting tight timelines
- Strong financial management and analytic experience
- Ability to manage multiple complex projects simultaneously
- Ability to review and process information from multiple sources
- Must be able to identify operational weakness and implement correction action/plan

Experience:

- Bachelor's Degree and 10+ years of experience within the commercial organization in the biotech or pharmaceutical industry
- 5+ years Sales Operations experience specifically during pre-launch and launch mode

About Aimmune Therapeutics, Inc.

Aimmune Therapeutics is a clinical-stage biopharmaceutical company founded to address the unmet medical need in food allergy, which currently has no approved treatments. Our mission is to improve the lives of people with food allergies, based on our proprietary desensitization treatments in development. Aimmune's lead investigational drug, AR101 for peanut allergy, is in Phase 3 clinical testing in North America and Europe. The company also plans to begin clinical testing of its investigational drugs for egg allergy and walnut allergy. Headquartered in Brisbane, California – the heart of San Francisco's biotechnology hub – Aimmune has additional offices in the Kings Cross area of London and in Raleigh, North Carolina.

Qualified candidates should forward a resume and cover letter, including a statement of interest, availability, and experience to Human Resources (careers@aimmune.com) with the job title in the subject line.

Aimmune Therapeutics is an Equal Opportunity Employer.

Principals only; no recruiters please.