Head of *ex vivo* and *in vitro* testing

REVIVO BioSystems is an innovative and service-oriented company founded by a team of engineers and biologists, with many years of experience in biomedical engineering, cell cultures, microfluidics and tissue engineering. The company is aiming to become the Asian and global leading provider of enabling technologies and services for *ex vivo* and *in vitro* testing of chemicals, ingredients, cosmetic formulations and therapeutics. Our goal is to deliver products and services with unmatched quality, consistency, reproducibility, and ease-of-use. We are on a fast growing trajectory and are looking to expand our organisation to further support the company's expansion, and build more opportunities to make the world a more sustainable and ethical place.

We are looking for an experienced and results driven individual, as our "Head of *Ex Vivo* and *In Vitro* Testing". This role will be crucial to further develop and grow the service and operational structure of the company to enable quality compliance and ambitious & profitable growth.

The Head of *Ex Vivo* and *In Vitro* Testing is responsible for the day to day *ex vivo* and *in vitro* testing activities of REVIVO BioSystems' laboratory, in compliance with Good Laboratory Procedures (GLP) principles, Test Guidelines, applicable regulations and company values. The person in this role has the technical, scientific and regulatory expertise to act as Study Director for bespoke studies and generate, analyse and report results for clients across the cosmetics, personal care and chemical industries, while guaranteeing integrity and validity of contract testing.

The Head of *Ex Vivo* and *In Vitro* Testing also plays a leading practical role in building REVIVO BioSystems' library of standard and new/bespoke test methods (ideation, definition, planning, setup, execution and internal validation), that can also leverage REVIVO's organ-on-chip technology and expand its applications. The person in this role represents the company externally through scientific engagement with clients, acts as Study Monitor in case of sub-contracted studies, and actively contributes to our R&D, collaborations and broader scientific activities.

As such, the Head of *Ex Vivo* and *In Vitro* Testing must stay up to date with developments in the field of *in vitro* safety and efficacy, and put forward new ideas for improvement of REVIVO's testing platform, operations, and as a team and organization.

The Head of *Ex Vivo* and *In Vitro* Testing works closely with the company's Management Team and advisory board; manages and trains the Service Testing Team; and is accountable to the COO. The person in this role is a key figure in the organization, able to inspire REVIVO BioSystems team towards the goal of a more ethical and efficient animal-free testing world.

KEY ACCOUNTABILITIES/RESPONSIBILITIES

- Manage the Testing Service Team and be in charge of the testing service operations
- Carry out animal-free safety & efficacy studies for clients in various industry sectors, including cosmetics, household products, nutraceuticals, industrial chemicals, etc.
- Set up and expand REVIVO's portfolio of standard and new *ex vivo* and *in vitro* tests
- Contribute to the creation, review and update of controlled documents including SOPs, Test Methods and Forms related to and in compliance with GLP and for GLP accreditation
- Deliver work to a high scientific standard and, where appropriate, in compliance with GLP accreditation and with respect to Good Documentation Practice (GDP)
- Gain in-depth understanding of and stay up to date with the science behind all methods used and with developments in the field of regulatory *in vitro* toxicology, safety and efficacy, through reading, trainings, seminars and conferences (and share with the team)
- Research new ideas, in particular for leveraging the organ-on-a-chip capabilities of REVIVO BioSystems' technology, encouraging internal scientific discussion and debate
- Contribute to training and guidance of other team members (scientists, research officers, laboratory technicians, laboratory assistants), providing peer-to-peer support as needed and acting as a positive role model and working in line with REVIVO's values
- Manage the study plans and related processes, data and results in a timely manner, from drafting and internal distribution to approval, generation of SOPs, amending, QA review, GLP (and OECD) Compliance Statements, GLP deviations assessment, corrective actions implementation, QC check on reports, documentation, compiling, archiving and communication with the Sponsors
- Contribute to the experimental design of bespoke *ex vivo* and *in vitro* studies and act as Study Director for non-regulatory studies in line with our quality standards
- Be the client's reference person for timely communication, support in results interpretation and discussion on follow up work
- Integrate with REVIVO BioSystems' team and contribute to other tasks as appropriate

MINIMUM REQUIREMENTS – EDUCATION AND EXPERIENCE

- Graduate in a Life Science subject (MSc/PhD preferred)
- Minimum 2 years' experience in a regulatory (e.g. GLP) laboratory environment and directing *in vitro* OECD Test Guidelines (e.g. skin irritation, skin corrosion, skin sensitisation and genotoxicity, evaluation of medical devices, etc.) and interpretation of data
- Experience with most of the following techniques: cell culture, spectrophotometry, HPLC, *ex vivo* and *in vitro* safety tests, *ex vivo* and *in vitro* efficacy tests (preferably for skin)
- Detail and result oriented and flexible to the needs of hectic laboratory environments
- Analytical thinker who can manage priorities, problem-solve and manage multiple tasks
- Strong customer service, verbal and written communication, team working and interpersonal skills
- Experience of HSA Inspections and knowledge of Singapore's Human Tissue Framework and Tissue Banking regulations are significant advantages