



Facilities Manager

Do you want to be part of building a fully integrated biopharmaceutical company together with a team of highly skilled colleagues who are passionate about developing best-in-class therapeutics that address significant unmet medical needs? Then Ascendis Pharma is committed to support your personal development on our journey towards becoming a leading rare disease company.

Ascendis Pharma is looking to hire an experienced Facilities Manager to join our team. This is an exciting opportunity to join a rapidly growing, innovative company!

Position Summary

The Facilities Manager will be responsible for the care and preventive maintenance of Ascendis laboratory and office facilities comprising of approximately 40,000 sq ft. These duties include operation and maintenance of general facility equipment, implementation and management of service contracts, and planning/oversight of remodel/small construction projects. The Manager will implement programs for the maintenance of utility systems, shipping and receiving, general facilities and administrative services and systems. The Manager will develop and manage facilities budgets and coordinate space allocations and staff movement.

The Facilities Manager position will be based in Peninsula (Bay Area), and will report to the VP, Product Development.

Key Responsibilities

- Develop, manage, and maintain robust service/scheduling programs for facility equipment and utilities, including RO/DI water systems, compressed air systems, HVAC equipment, vacuum systems, telephone systems, security systems, etc.
- Represent Ascendis in interface with landlord's site engineering and coordinate emergency procedures.
- Maintain and control as-built documentation for the lab and office areas. Develop a facility master plan for company expansion.
- Maintain and manage all work instructions required for lab operations.
- Coordinate procurement of major equipment and manage shipping and receiving of lab consumables and supplies.
- Interface with IT department to ensure functional computer and AV equipment.
- Implement contracts for facility equipment maintenance, janitorial services, pest control services, lab coats, paging services, etc.
- Manage designated service provider contracts, such as long-distance telephone cost, vending services, copier service contracts, waste management, etc.
- Anticipate, plan/track, budget, and schedule facility construction and modifications, including estimates on equipment, labor, materials and other related costs.
- Responsible for managing and maintaining equipment and monitoring room (e.g., vivarium, processing room).



- Develop relationships with key departmental contacts and maintain information flow throughout the company on facility issues.
- Collaborate with product development/oncology group to ensure compliance with EHS regulations/codes and serve as a liaison with external Environmental Health and Safety consultant.
- Maintain an accessible record of Material Safety Data Sheets for all potentially hazardous materials used within the company facility.

Knowledge, Skills and Experience

- Bachelor's degree in Engineering or related field preferred.
- Minimum of 5+ years of experience in facility management or engineering. Related experience in the pharmaceutical/biotechnology industry is a plus, including experience with biohazardous and chemical waste handling.
- Knowledge of and experience with local, state, federal regulations for laboratory facilities.
- Past experience planning and building-out lab facilities is preferred.
- Knowledge of utility systems, particularly water and compressed air systems.
- Strong interpersonal skills demonstrated written and verbal communication skills, supervisory experience a plus.

Want to apply? Please send your resume to HumanResources@ascendispharma.com. Please write "Facilities Manager" in the subject field.