



Larry Hogan | Governor
Boyd Rutherford | Lt. Governor
Kelly M. Schulz | Secretary of Commerce

**SENIOR MANAGER, BUSINESS DEVELOPMENT, BIO HEALTH & LIFE SCIENCES
PROGRAM MANAGER SENIOR I
(MANAGEMENT)
(#21-005482-0003)
SALARY: \$75,012 - \$120,447**

**MARYLAND DEPARTMENT OF COMMERCE
DIVISION OF BUSINESS AND INDUSTRY SECTOR DEVELOPMENT
OFFICE OF BIOHEALTH AND LIFE SCIENCES**

The Maryland Department of Commerce is seeking qualified applicants for the position of Senior Manager of Business Development in the Office of BioHealth and Life Sciences within the Division of Business and Industry Sector Development. Life sciences is a key industry sector for the Maryland Department of Commerce. This position will primarily be responsible for the Office's business development efforts to cultivate and coordinate opportunities to expand, retain, and attract biohealth and life sciences businesses in Maryland as well as create and sustain high quality jobs for the citizens of the state. The Senior Manager will develop and implement high-profile programs and initiatives to address the critical needs of the industry, including but not limited to: talent attraction and workforce development; capital investment activity expansion; as well as technology transfer and commercialization strategies. The Senior Manager will also provide assistance to entrepreneurs, start-ups, and early-stage life sciences companies to navigate the resources available to them throughout the State of Maryland; develop, manage, execute funding and incentive programs; analyze data and prepare reports; develop and manage contracts; support activities of advisory boards, meet with members of the biohealth and life sciences industry; represent and promote Maryland's life sciences sector at meetings and conferences.

The selected candidate will possess strong organizational, administrative, project management and time management skills; excellent written and oral communication; and interpersonal skills are required to maintain effective working relationship with high level public and private sector officials. Proficiency with the Microsoft Office Suite for Windows, Google Suite for business, Salesforce and/or other relevant software. Statewide travel as well as occasional out-of-state and international travel.

Candidates must possess a Bachelor's degree in life sciences, business, marketing, or a related field and **six (6)** years of progressively responsible experience in business or economic development, **five (5)** years of which involved interacting with life sciences enterprises on business development issues. Equivalent combination of education and experience is acceptable. **Preferred qualifications/experience:** Preference will be given to candidates with experience in working with the life sciences industry as well as in market research, financial analysis, budget management and business planning; demonstrated knowledge of and work experience in biohealth and life sciences, health care or similar industries; possession of an advanced degree in the biological or other natural science field. **Please describe in detail any job duties relating to the qualifications stated.**

It is **highly preferred** that you apply online at <http://commerce.maryland.gov/careers> - please review the **Career Openings** section. **Please attach a resume and the supplemental questionnaire to your online application.** Please be sure to provide sufficient information on your application to show that you meet the qualifications for this recruitment. If unable to apply online, please submit your State application, resume, and supplemental questionnaire to anna.halikias@maryland.gov

MARYLAND DEPARTMENT OF COMMERCE -OFFICE OF HUMAN RESOURCES
Attn: SENIOR MANAGER, BUSINESS DEVELOPMENT, BIOHEALTH & LIFE SCIENCES
World Trade Center – 401 E. Pratt Street, Baltimore, Maryland 21202
NO LATER THAN: WEDNESDAY, FEBRUARY 24, 2021

An E-Verify and Equal Opportunity Employer

TTY Phone: 1-800-735-2258