

# Grace Quinn

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## SUMMARY

Biologics procurement manager with eight years of progressive experience across **strategic sourcing**, **category management**, supplier relationships, direct materials, and supply continuity in regulated life sciences manufacturing. Leads sourcing programs for **Single Use Technology** and **Biotherapeutics Drug Substance** operations, connecting supplier capability with manufacturing, Quality, Planning, R&D, Finance, Legal, and technical priorities. Builds supplier governance, negotiation strategies, cost models, continuity plans, material qualification paths, and readiness milestones for technology transfers, scale up, product introductions, and site expansion. Uses market intelligence, financial analysis, risk assessment, and procurement analytics to support sound decisions. CPSM and CSCP certified, with a practical record of improving supplier accountability, commercial protection, operational visibility, and material resilience across global teams.

## EXPERIENCE

### Biologics Procurement Manager

July 2023 - Present

HelixPoint Therapeutics

*New Brunswick, NJ*

Leads SUT and direct material procurement for **Biotherapeutics Drug Substance** programs, guiding **supplier governance**, commercial strategy, continuity, and readiness across global manufacturing operations.

- Led SUT sourcing across drug substance programs, balancing quality, service, cost, and supply assurance.
- Established supplier scorecards and escalation paths, improving visibility into delivery, quality, and material risks.
- Built negotiation strategies from forecasts, capacity, **market intelligence**, cost models, and continuity assessments.
- Coordinated Legal, Finance, Quality, technical operations, and suppliers through protected commercial agreements.
- Advanced **supplier diversification** and alternative **material qualification** through capacity reviews and validation planning.
- Supported technology transfers, **scale up**, and product introductions through supplier readiness milestones.

### Senior Strategic Sourcing Specialist

January 2021 - June 2023

Arcwell BioManufacturing

*Somerset, NJ*

Managed regulated sourcing for bioprocessing consumables and **direct materials**, combining category planning, **supplier performance**, contracting, and manufacturing expansion support.

- Managed bioprocessing consumable sourcing from requirements definition through supplier contracting.
- Built total cost analyses comparing price, lead time, capacity, service, quality history, and risk.
- Negotiated supply agreements with Legal, Finance, Quality, and operations aligned on commercial protections.
- Drove supplier **improvement plans** after reviewing delivery, quality events, responsiveness, and capacity constraints.
- Shaped category strategies through standardization, **specification simplification**, **demand management**, and supplier diversification.
- Supported expansion and **material qualification** by tracking validation, supplier, and site readiness dependencies.

### Strategic Sourcing Analyst

June 2019 - December 2020

Meridian Life Sciences Supply

*Bridgewater, NJ*

Delivered sourcing analysis for regulated manufacturing categories, supporting competitive events, supplier recommendations, negotiation preparation, governance records, and continuity reviews.

- Prepared supplier comparisons and recommendations for regulated manufacturing **sourcing events**.
- Developed spend, pricing, and cost driver analyses in Excel and **procurement analytics** tools.
- Maintained sourcing, savings, contract, and **supplier performance** records for audit ready reporting.
- Researched supply markets, capabilities, capacity, and external developments to identify continuity concerns.
- Coordinated requirements across operations, Quality, Finance, technical teams, and suppliers during renewals.
- Standardized analysis templates and sourcing records, improving repeatability and governance visibility.

### Supply Chain Analyst

June 2018 - May 2019

Sterling Process Solutions

*Edison, NJ*

Supported material planning and supplier coordination for process manufacturing customers, using transactional data to improve shortage visibility, issue resolution, and purchasing records.

- Tracked material requirements, lead times, deliveries, and inventory constraints for process manufacturing customers.
- Analyzed supplier delivery and demand data, identifying recurring shortages and late material patterns.
- Prepared availability and risk summaries for operations reviews using supplier and material data.
- Maintained supplier master and purchasing records with accurate documentation and controlled updates.
- Coordinated issue resolution among buyers, planners, suppliers, and operations teams.
- Documented process gaps and standardized tracking practices for clearer supplier action visibility.

PROJECTS

Global SUT Resilience Program 📅 2025

Supplier resilience matters when manufacturing continuity protects patients waiting for dependable biologic therapies. Built a cross functional program linking diversification, capacity reviews, material qualification, continuity planning, and supplier readiness across critical SUT categories.

Drug Substance Launch Readiness 📅 2024

Reliable launches begin with supplier decisions made before production pressure arrives. Coordinated sourcing milestones, technical requirements, validation dependencies, and capacity inputs for new product and site readiness.

LEADERSHIP & AWARDS

- CPSM achievement recognized for sustained procurement leadership and strong supplier governance in regulated manufacturing.
- CSCP certification reflected practical supply chain planning, continuity analysis, and cross functional execution.
- Selected for expanded sourcing ownership after building trusted supplier reviews and clear risk reporting.

EDUCATION

Bachelor of Science in Supply Chain Management

2018

Rutgers University GPA: 4.0

New Brunswick, NJ

**Coursework:** Strategic sourcing, supply chain analytics, operations management, procurement law

CERTIFICATIONS

- Certified Professional in Supply Management 📅 2024
- Certified Supply Chain Professional 📅 2022

TECHNICAL SKILLS

- **Sourcing Methods:** Strategic sourcing, category management, competitive bidding
- **Supplier Management:** Supplier governance, performance reviews, improvement plans
- **Contracting:** Supply agreements, commercial terms, risk protections
- **Cost Analysis:** Cost modeling, spend analysis, total cost
- **Market Analysis:** Supply market analysis, market intelligence, capacity analysis
- **Risk Planning:** Risk assessment, business continuity, mitigation planning
- **Life Sciences:** Bioprocessing, biologics manufacturing, drug substance
- **SUT Materials:** Single Use Technology, direct materials, consumables
- **Qualification:** Material qualification, validation, alternative materials
- **Program Delivery:** Technology transfer, scale up, launch readiness
- **Procurement Systems:** Digital procurement, supplier records, sourcing events
- **Analytics Tools:** Microsoft Excel, procurement analytics, supplier scorecards

SKILLS

- |                       |                          |                            |                         |
|-----------------------|--------------------------|----------------------------|-------------------------|
| • Strategic sourcing  | • Commercial negotiation | • Risk management          | • Technology transfer   |
| • Category management | • Direct materials       | • Business continuity      | • Launch readiness      |
| • Supplier management | • Cost modeling          | • Supplier diversification | • Procurement analytics |
| • Contract management | • Market intelligence    | • Material qualification   |                         |

PROFESSIONAL AFFILIATIONS

- Institute for Supply Management, professional member focused on procurement practice and supplier strategy.
- Association for Supply Chain Management, member supporting continuous learning in supply planning and operations.

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

**Work Status** : Authorized to work in United States. No sponsorship required.

## REFERENCES

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AVAILABLE ON REQUEST