



## **Head of Human Resources**

### **Who we are:**

Krystal Biotech, Inc. is a gene therapy company based in Pittsburgh, Pennsylvania. We are developing innovative and transformative gene therapy medicines to dramatically improve patient lives affected by debilitating skin diseases. We work to accomplish this goal through scientific innovation, operational excellence, and the belief that “nature operates in the shortest way possible” (Aristotle).

You can learn more about Krystal Biotech at [www.krystalbio.com](http://www.krystalbio.com)

### **Our vision:**

We strive to be the leader in the development of novel and proprietary “off the shelf” gene therapy products to fight some of the world’s most serious skin diseases.

### **Our mission:**

To develop transformative, innovative, and science-based HSV gene therapy products and processes to dramatically improve people lives.

### **Job Description Summary:**

The Head of Human Resources will play an important role in the Krystal organization. This new role will focus on organizational development, employee development, and culture within our fast-growing organization. This new leader will build and maintain strong relationships with Krystal leadership, and will provide advice and support on talent management and development, team dynamics, communications, employee engagement, and longer-term organizational planning. The position will focus on developing and implementing programs which build core skills, accelerate learning, provide real-time feedback and improve cross-functional information sharing and engagement. This position will focus on effectively building and scaling our organization, while maintaining the critical elements of our culture and identity.

### **Experience and Skills Desired:**

- A minimum of a Bachelor’s Degree required, advanced study in relevant field highly desirable
- A minimum of 6 years of progressive HR experience in business partner roles, with broad generalist knowledge in employee relations, compensation, organizational development, training and talent acquisition
- Biotech or pharma industry experience required
- Strong relationship building and coaching skills at all levels of the organization
- Excellent project management and organizational skills
- Solid business acumen, with ability to analyze data, manage budgets and measure results and effectiveness of programs
- Flexible, resourceful, and with a great sense of humor, ability to work effectively on multiple tasks on deadline and under pressure with grace and success
- Strong communication skills, both as an effective writer and presenter of information
- Strong interpersonal and problem-solving skills are required



**Specific responsibilities include but are not limited to:**

- Build relationships with organizational leaders to understand evolving needs for critical HR programs that helps align needs and program priorities.
- Enhance company communication vehicles across the organization in a way that promotes culture, key learning, effective information sharing and skill building. Develop effective means to communicate basic program requirements such as policies, tools & templates, etc.
- Manage rollout of annual engagement survey and follow up with communication of results and design and implementation of key action plans to maintain positive results, improve in opportunity areas
- Review and improve company communications on job requirements, career paths, recruiting postings to establish compelling descriptions of our work with clear expectations on performance success
- Promote strong culture through review and design of key organizational processes, from onboarding through all areas of employee experience. With team, improve and redesign processes to enhance effectiveness while keeping process simple and scalable
- Develop short and long-term goals at each functional level, and design solutions which fit both broad organizational needs and functional-specific solutions
- Work with team to design and share key metrics on organizational performance and employees, including talent management, talent acquisition, compensation competitiveness, retention, and other areas

All interested applicants are required to submit their CV/Resume and Cover Letter to [ktuminello@krystalbio.com](mailto:ktuminello@krystalbio.com). Please note, applications submitted without resumes and cover letter will not be accepted.

Krystal Biotech, Inc. is an Equal Employment Opportunity and Affirmative Action Employers. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender perception or identity, national origin, age, marital status, protected veteran status, or disability status. Headhunters and recruitment agencies may not submit resumes/CVs through this Web site or directly to managers. Krystal Biotech, Inc. does not accept unsolicited headhunter and agency resumes. Krystal Biotech, Inc. will not pay fees to any third-party agency or company that does not have a signed agreement with Krystal Biotech, Inc.