

Job Title: Vice President of Operations and Projects

About Spiber:

Spiber Inc. is a Japanese biotech startup that designs and produces structural protein materials to be used to create innovative new types of materials. Established in 2007, Spiber's platform technology allows protein to be tailored at the molecular level to suit users' specific material needs. The range of properties that proteins can express in material applications is far broader than that of petrochemical polymers and bioplastics. By changing the gene sequence that codes for a target protein, properties such as strength, elasticity, water resistance, and more can be modified in the target material application. Spiber learns the requirements of end-users through strategic partnerships, designs suitable proteins, produces them through fermentation, then processes them into various forms as needed for the end application. End applications include fibers, resins, films, gels, sponges, and others without limit. Spiber's industrial material platform is forging a path to a new sector of biomaterials for a plethora of applications, including lighter, higher performance automotive and aerospace parts, apparel, and more.

Spiber America LLC is the US subsidiary of Spiber Inc. We are currently undertaking the creation of the world's largest structural protein fermentation production capacity, with facilities spread across multiple countries. With this expansion, the Spiber Group aims to manufacture sustainable protein-based materials to directly compete against animal-based fibers such as silk and cashmere wool.

About the Position:

We are seeking a highly motivated and experienced general operations and project management specialist to join the Spiber America team. In this role, you will be responsible for driving a small team of Business Operations professionals to ensure success in day-to-day business operations, management of key projects, and the continued refining of internal policies and procedures. The ideal candidate should have experience working in a startup environment, strong leadership skills, and a proven track record of success in operations and project management. Experience in a multinational environment, major projects (especially capital projects and/or construction projects), and Japanese language and business practices are highly desirable.

This role will be able to fulfill many duties remotely but will require regular (monthly) visits to the facility in Clinton, Iowa and may additionally require business trips to other Spiber Group locations (Japan, Thailand). Candidates must be in a position to readily

be at our location in Eastern Iowa on an as-needed basis. Strong consideration will be given to candidates already located in the Eastern Iowa region or willing to relocate.

Key Responsibilities:

- Manage and/or provide support for all company commercial affairs, including strategic partnerships as well as execution and progress monitoring and reporting of financial goals
 - Serve as an integral leader within the project team, for the development, construction and start-up of a capital manufacturing facility in Clinton, Iowa.
 - Work with our internal project team and external project execution partners to oversee all aspects of project execution, including change management during the design, procurement and construction phase of the US plant project.
 - In startup and production phases, monitor and manage progress of production plan, particularly in regards to production costs and commercial matters.
- Oversee and directly manage budgeting and the allocation of resources, metrics to track company and project performance, and identify areas for improvement.
- Lead and support the Business Operations team in general business duties, including finance, legal, accounting, human resources, logistics and general administration. Develop and promote skills in team members to take the lead in resolving such business matters independently.
- Work directly with the President to prepare and deliver reports and data for presentation to corporate senior leadership and investors.
- Commercial negotiations and relationship management with key external partners. Build and maintain relationships with key stakeholders, including partners, service providers, and vendors.
- Assure the smooth transition from the current construction capital project into an ongoing operation; provide planning and oversight for future capital projects.
- Develop and implement company-wide strategies, policies, process improvements, and procedures to drive efficiency, reduce costs, and promote innovation.
- Provide leadership and guidance to cross-functional teams, ensuring alignment with company goals and objectives.
- Collaborate with the executive team to develop and execute the company's long-term strategic plan.
- Stay current with industry trends, emerging technologies, and best practices to maintain a competitive edge.

- Hire, train, and manage a high-performing team of operations professionals.
- Manage projects and initiatives from start to finish, ensuring timely completion and successful outcomes.

Qualifications:

- Bachelor's degree in Business Administration, Operations Management, or related field; MBA preferred. Demonstrated professional experience will be highly considered in lieu of a university degree.
- 6+ years of experience in operations management, with at least 3 years in a leadership role.
- Demonstrated experience managing multiple complex projects and initiatives simultaneously.
- Strong financial and accounting acumen and experience managing budgets, financial forecasts, and metrics.
- Experience in a startup environment, including managing pre-revenue and early-stage companies.
- Excellent leadership, communication, and interpersonal skills.
- Proven track record of driving operational excellence and process improvements.
- Ability to thrive in a fast-paced, high-pressure environment and manage multiple priorities.
- Experience working with investors and building relationships with key stakeholders.
- Strong analytical and problem-solving skills.
- Familiarity with project management and operations software.
- Experience in multinational companies and understanding of global business practices.
- Fluency in Japanese and/or experience with Japanese customs and business are highly desired.

Core Values:

- A sense of engagement and responsibility towards Spiber's projects.
- The capacity for flexibility in the pursuit of maximizing the team's performance.
- Willingness to step outside individual areas of specialization.
- An appreciation for new experiences and challenges.
- Ability to deliver and share our company's culture and image.
- Ability to work under pressure and react to an ever-changing environment.

Compensation and Benefits:

- Spiber utilizes a unique salary system in which employees declare their salary. To learn more about this system, see our website: <https://spiber.inc/en/join/>
- The expected salary range for this position is \$145,000 to \$215,000.
- We offer a competitive benefits package and opportunities for professional development and advancement. This includes health insurance covered 100% by the Company, dental and vision coverage, and 401(k) in addition to language training, per diem when traveling for business, and stipend for personal wellness.