

# Career Development for Life

By

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(Below are my personal opinions)

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# Effective Communication

- Practice **elevator speeches**; **Speak English in public**
- **“Toastmaster Clubs” help** - Try one out
- How do you shake hands? **Build the initial Trust**
- **Be honest with yourself – Use best your strength; working on your weakness**
- **Speak at every meeting – Speak with passion**
  - We might not have a 2<sup>nd</sup> chance
- Try best to know **3+ individuals** at every event
- **This is my business card; can I have one from you?**
- Do you **smile**? Call people by **first names**

# Listen to Your Instincts (SWOT)

- Have **more tools on your belt – Learning for life**
  - Be prepared when opportunities come
- **Take calculated risks & volunteer**; you will never regret it
  - All challenges are best opportunities
- Everyone can be a **True Leader**; **lead by examples**
- **Manager** – Do things right; **Leader** – Do the right things
- Lose some battles is OK; **WIN THE WAR** is critical
- Choose **A workplace/program needs you the most**
- Continue to increase capability/capacity (**record to CV**)
- **CV** is the single document to carry with you for life

# On Our Jobs

## Know and Use well the 3 P's at work:

- **People**
- **Process**
- **Politics (how to influence)**
- Always keep an open mind; **think outside the box**

## Have 3 Mentors at all the Time (to guide/watch back)

- **Within** your organization – 1 at least
- **Outside** your organization – 1 at least
- **Knock the doors** – Introduce yourself; ask for help
- **You might be surprised for what you will get**
- **If you don't ask, you will never get it**

# Network, Network, Network

## – “Volunteering” is the key

- Start **networking NOW** – Others have already done that
- Professional associations, alumni associations, FAPAC, AAGEN, OCA, special interest groups (SIGs)
- **ASQ509 Biomed/Biotech SIG: Every other Thursday evening at Gaithersburg, MD**
- **Practice** through every elevator/event/interview
- **When you want to hire yourself, you SUCCEED**
- **Ups** and **downs** are norms in our career/life paths
- **Enjoy your colorful paths & help others**
- **People refer you to others, because they “thought” they know you**

# Ten Traits for a True Leader

- 1. Know yourself** - strength/weakness/opportunity/threats (SWOT)  
- **Build your brand (character)** all the time.
- 2. Take calculated risks & volunteer** - transform risks into opportunities
- 3. Learn/leverage the politics – 3Ps + Business Acumen**
- 4. Lead changes/People** - Understand needs / build a better tomorrow
- 5. Think/ behave as a main-stream player**, instead an “Asian professional”
- 6. Volunteer the "impossible" tasks/assignments** – We might not have a second change.
- 7. Diversity/inclusion/equality** - implement in everything we do.
- 8. Use multiple mentors** - Ask for guidance.
- 9. Always think outside the box** - Be a best problem-solver.
- 10. Be flexible but determinant** - Results oriented
- 11. Facilitate collaboration, result-oriented**

# Washington DC Biomed/Biotech Sectors

- **Government Agencies** – Federal, state, county, city  
(NIH, FDA, CDC, PTO, USDA, EPA, NIOSH, on Advisory Panels - **Citizenship/PR**)
- **Government Contractors** – SAIC-Frederick, ORISE, Kelly, BAH, becoming free-agent contractor
- **Research & Development** – Basic, **applied, clinical, preclinical**, (bio-)analytical, environmental – **CROs (GLP, GCP)**
- **Manufacturing**– Pharmaceutical, **Biotech, Medical Device, Vaccine, Diagnostics**, Food, Chemical – **CMOs (cGMP)**
- **Consulting** – **Regulatory**, Organizational Strategy, **quality (auditing/ inspection)**, legal , trading, reference standards, **3<sup>rd</sup> party verification**
- **Educational** – Teaching, Hospital, think tank, focus groups
- **Business** – **Entrepreneurship**, investor, Corp. agents, trade Group, IP
- **Non-profit Organizations** – **Mission-focused Services**
- **Entrepreneurship** – **C-level leadership**

# Winning Career Planning/Execution

- Are you willing to hire yourself NOW? –

- A Differentiating Skill Set and Character -

- Knowledge/Experience - **Wisdom** – Yours & others'
- Language Skills – Writing, **Speaking** - Toastmaster clubs
- Soft Skills – Take risks/volunteer (Ask/Introduce/Volunteer)
- Market/Intelligence – Training, qualification, certificates
- **Passion** - Value / Purpose / Honest
- **Winning Resume** – DO **NOT** Just List things, tell a story
- **Networking** – Your status, interest, goals, discussion groups
- **3Ps** (people, process, politics) + **Elevator Speeches**
- **Better than the competing NATIVE SPEAKERS**



# Be a True Leader

Build Integrity, Trust/Verify, Empower, Delegate

Explain the “Why”; Give people a “purpose”

Effective Solve Issues + Build Sustainability

**3P's to Learn – People, Process, Politics**

**4C's to Excel - Character, Competence, Commitment, Communication**

**SAFV to Survive: Scalable, Affordable, Feasible, Velocity\***

**ABC for Life: Adaptive, Be Prepared, Committed\***

- **IQ** (Intellectual quotient) – Enter the door
- **EQ/EI** (Emotion intelligence) – Get us moving up
- **SQ/SI** (Society intelligence) – Know our purposes

\*From Dr. Shue-Jane L. Thompson, Lockheed Martin Corporation

# Nature of FDA

- **Mission** – To **protect and promote public health**
- **Nature** - – **Regulatory, enforcement, education**
- **Products coverage**: Food, drugs, biologics, medical devices, veterinary products (feed, animal drugs), tobacco, inspection – research in all 7 centers
- **Product stages**: Pre-market, post-market, life-cycle
  
- **Science-based** – Safety, efficacy, functionality, real world evidence  
**Risk vs. Benefit; Innovation vs. Regulation; Regulatory threshold**
- **Risk-based** – Risk ranking, priorities, new technologies,
- **International focused** – Foreign offices
- **Disciplines** – Scientific review, consumer safety, program analysis, legal, administration, strategic operation, technologies, advisory etc.

# When, What, How – FDA Jobs

- **New Laws** – Major trigger of massive hiring
- **Industry starts hiring** – Government agencies will start to hire
- Continuous workforce **retiring, career changes - Revolving doors**
- **All disciplines, all educational levels** – Ex. pharmacologists – Reg., Enforce., Edu.
- **Resume** – Citizenship, PR, tell a story, summary (career goals), Organization, keywords, grammar, consistency, concise, community involvements, leadership role, certificates
- **Interview** – Phone & in-person, group & individual interview, Dress up, situational interview questions, your own questions - critical, write and communicate effectively
- **Apply** - Multiple centers **Joined job posting** – recruitments strategy / **piloting**
- Know the 5-year **strategies, priorities**, job routine, training, career development  
**Be competitive & compatible – Be a public servant**  
**Network, network, and network** – **Study, study, and study**

([www.fda.gov](http://www.fda.gov))

# Q/A and My Contact Info

## Questions?

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