

SCIENTIFIC PROJECT MANAGER

JOB OFFER

The Scientific Project Manager will be responsible for leading the development and execution of the research projects assigned. The candidate will have to work closely with the researcher and build all the necessary strategies to assure the perfect project execution.

The scientific project manager will report to the responsible of the Research Management Office.

Experience and qualifications:

- More than 4 years of experience in research project management.
- Ability to work with human study participants
- Knowledge of research monitoring, clinical trials, and auditing
- Knowledge of good clinical practice and regulatory requirements (i.e. personal data protection)
- Good database and spreadsheet management skills
- Bachelor's degree in science
- Master's degree in science

Roles and responsibilities:

- Responsible for planning of executing the projects assigned (milestones)
- Assessing risks and planning strategies for any contingencies related to the projects
- Managing assigned project teams via regular follow-up meetings, providing clear assignments and disciplined timelines, and coordinating schedules and reports
- Interfacing with clinical investigators, medical staff, monitors, scientists and informaticians
- Managing the formalization of agreements and contracts (scientific collaboration, contracts with third parties, etc.)
- Economic project management: compare the planned/budgeted initial conditions for the project versus the real development/expenses
- Writing project reports and deliverables
- Report ongoing work and findings to the principal investigators
- Collaborate with the principal investigators to design a research approach for a project and/or integrate the results of the entire project.
- Formally supervise and train new management staff

Competencies:

- Excellent interpersonal and communications skills
- Excellent organizational skills
- Strong analytical and problem-solving skills and excellent judgment
- Supervisory skills
- Ability to work under deadlines
- Fluency in spoken and written English



Labor conditions:

Full-Time position (40 hours per week)

Salary: 35.000-40.000 € (in accordance with qualifications and experience)

Start date immediate incorporation

HOW TO APPLY

Applicants should submit a full Curriculum Vitae and a cover letter and the CV to the following email address: hrr@imidomics.com