

Job opening for a Project Manager Drug Development

AtG (www.angiotheragnostics.com) a spin-off company of the Bellvitge Biomedical Research Institute (IDIBELL) and the Catalan Institute of Oncology (ICO) is seeking a **Project Manager** to support our early-stage preclinical development.

The position:

The Project Manager will be responsible for supporting the project team and team leader to drive the project through timely decision points and milestones from early-stage research through formal preclinical studies and completion of clinical proof of concept. In this cross-functional role, the PM will join the project management function and the main responsibilities will be:

- Establish and maintain comprehensive project plans in collaboration with project team and project leader in accordance with company strategy and agreed objectives and goals.
- Monitor project progression and proactively identify opportunities, gaps and risks.
- Organize, design, and conduct experimental work for profiling of AtG candidates.
- Oversee, prepare, and control project budgets including resources and costs, collaborating with corporate finance and R&D functions.
- Organize and facilitate project team meetings, prepare and present project management slides for project teams and management.
- Ensure that service providers are managed efficiently and effectively.
- Help establish and implement project management tools across projects and effective and efficient processes.
- Write technical documents for public funding grants and regulatory purposes.

Profile:

- Master or PhD degree (or equal by experience) in life sciences.
- Background in oncology **is preferred**.
- Project management training or PMP (Project Management Professional) certification **is a plus**.

Experience:

- Minimum of 2 years project management experience in the life sciences, preferably biotech or pharma.
- General understanding of the drug development process, experience in the therapeutic areas of oncology would be considered a plus.
- Hands-on experience in any of the key functions of drug development a plus (e.g. pre-clinical research, toxicology, regulatory, clinical, bio-analytics, translational, manufacturing).
- Financial acumen with capability to plan and oversee project budgets.
- Strong proficiency with project management practices, tools and methodology to effectively employ Project Management software to manage complex project timelines and resources.

Skills and Abilities:

- Outstanding interpersonal skills with the ability to develop effective relationships with project team members and key stakeholders.
- Excellent analytical and problem-solving skills.
- Exceptional clarity, logic, and to the point communication
- Good listener, fast learner with exceptional ability to understand and simplify complex problems, identify key issues, and devise pragmatic solutions while keeping the big picture and goal in mind.
- Exceptional organizational skills and focus
- Strong communication and presentation skills with the ability to communicate complex information effectively.
- Track record of good decision making and exercising sound judgment with irreproachable integrity.
- Self-motivated with the desire to help and achieve and the ability to translate strategy into action.
- Hands-on, respectful, collaborative approach based on mutual trust and support
- Excellent written and verbal English; Spanish and/or Catalan is a plus.
- Excellent knowledge of MS office: Excel, Word, PowerPoint, Project, Outlook; GraphPad,
- Experience with lab software: GraphPad, Microsoft Office (Excel, Word, PowerPoint, Project, Outlook), electronic notebook.
- Previous experience with public grants writing and management.

We offer:

- Full-time contract in an exciting international biotech start-up environment.
- Salary package commensurate with the qualifications and experience of the candidate.
- Opportunities to advance your career in a growing organization.
- Starting date: 1st September 2021.

How to apply:

All applications must include:

- A motivation letter.
- A full CV including contact details, previous experiences, and detailed list of techniques.
- 2 contacts for references.

The application must be submitted by email to the following address, indicating the offer reference in the subject message: gabriela@angiotheragnostics.com

Deadline: Please submit your application by 31/08/2021.

