

Job Title: R&D Project Manager, Neuroscience

Position Summary:

The R&D project manager drives drug development projects from discovery to early clinics. He/she works “hands-on” within an agile and fast-paced cross-disciplinary team to monitor, control and manage basic and translational research activities to ensure the successful advancement of drug candidates and the expansion of the Company pipeline. He/she runs and manages daily operations and project-related activities both within the Company and with external partners. The R&D project manager reports to the CEO/CSO and works closely and synergistically with other team members.

Key Responsibilities:

- Drive activities of the assigned projects within the Company and with external partners (CROs, vendors, consultants).
- Ensure that projects are advancing efficiently in agreement with project objectives, deliverables, budgets and timelines.
- Provide scientific expertise on drug development projects with a particular focus on the CNS therapy area.
- Identify and manage consultants and vendors to support project-related activities.
- Prepare reports and project summaries (including ppt presentations) for senior management.
- Facilitate cross-functional projects and activities, managing relationships among internal and external stakeholders.
- Review non-clinical study reports, in conjunction with other experts in the Company and external consultants/vendors.
- Responsible for the preparation (as applicable) and archiving of data reports and other relevant technical, scientific, regulatory, and corporate documents.
- Prepare agenda and minutes for internal and external meetings.

Job Location: Basel

Position: 100%

Qualification and Skills Requirements:

- PhD degree in Neuroscience, Pharmacology, Pharmacy, Medicine or related disciplines.
- 3+ years of professional experience in the biopharmaceutical/biotech industry.
- Scientific expertise in neuroscience.
- Professional knowledge of the drug development process.
- Relevant experience in the management of multidisciplinary projects and monitoring of project plans, resources and budgets in collaboration with external partners and CROs.

- Previous experience as R&D project manager/project leader in the pharmaceutical industry is preferred.
- Capability to critically evaluate data from a range of scientific disciplines.
- Familiarity with regulations, guidelines for preclinical and early clinical development is an asset.
- Competency in working in cross-disciplinary project teams and to coordinate activities under pressure of time and workload.
- Pro-active, problem-solving and team-player attitude.
- Strong organization, negotiation, and strategic-thinking skills.
- Strong interpersonal, influencing and communication skills.
- High proficiency in English (written and spoken) is a must, German is an asset.

To apply, please send your CV and motivation letter to info@synendos.com