Assistant or Junior Project Manager: Therapeutic drug development

Réf ABG-116904 Emploi Junior
04/10/2023 CDI Salaire à négocier

Leads To Development

Lieu de travail Paris - Ile-de-France - France

Champ scientifique principal Biologie

Champs scientifiques secondaires
- Chimie
- Santé, médecine humaine, vétérinaire

Mots clés project management, regulatory affairs, new drug development

Date limite de candidature 01/12/2023

Fonction Recherche et Développement

Employeur

Leads to Development provides specialist expertise on the preclinical and non-clinical drug development to the biotechnology and pharmaceutical industry.
As an internationally renowned consultancy and services company, we are based in modern, bright and comfortable offices in Paris, which were refurbished in June 2023.
We provide hands-on management of the preclinical development of our clients' new drug programmes advancing them from the bench to the clinic and beyond. Covering a wide variety of product types and indications for clients across Europe and the US, we use a team approach to provide strategic and regulatory advice, write development plans, and undertake project management. We also write key regulatory documents to support the products' clinical trial applications and provide clinical trial oversight.
For the last 13 years we have surpassed the expectations of our clients by delivering increased product development efficiency, minimised project risk and added product value.
To sustain our current strong growth, we are recruiting additional **Assistant and Junior Project Managers.**

Site web :

http://www.leadstodevelopment.com/

Poste et missions

Project management of the development of new medicinal products

As an **Assisiant or Junior Project Manager** at Leads To Development you will benefit from a unique opportunity to use your scientific expertise to contribute to multiple drug development projects for a wide range of innovative therapies across many different disease indications. Working as part of a young dynamic team, you will interact with clients, service providers and regulatory authorities internationally to plan and manage preclinical drug development projects. You will also play a key role in writing regulatory documents such as clinical trial applications. This position thus offers a rare opportunity for you to rapidly acquire new skills and a highly valuable broad drug development experience.

Key duties and responsibilities:
The duties will be varied and dependent on the level at which you are recruited, but will principally comprise:

- Helping to prepare development plans
- Writing requests for proposals and helping with the selection of, and negotiation with, service providers for out-sourced manufacturing and laboratory-based activities
- Management and monitoring of out-sourced activities including critical review and analysis of scientific data
- Writing regulatory documents (study reports, briefing books and documents for clinical trial applications etc.)

Mobilité géographique :

Internationale

Télétravail :

Occasionnel

Prise de fonction :

02/01/2024

Profil

- You hold an MSc or PhD or equivalent in Biological Sciences, Chemistry, Pharmacy or another appropriate scientific discipline
- You have excellent English oral, written and presentation skills
- You are a confident and effective communicator, able to manage multiple activities to agreed deadlines

- You collate and process information in an intuitive, analytical, meticulous and conceptual manner; your problem-solving skills are outstanding
- You are motivated by teamwork, and responsibility, and enjoy gaining new skills and knowledge
- You are dynamic, proactive, determined, and objective

Whilst training and mentoring will be provided, knowledge of the preclinical development of medicinal products will be viewed favourably. International experience as well as some industrial training will also be considered advantageous.

This will be a permanent position with excellent opportunities for growth and promotion. It is based in Paris (France), with a competitive salary and a performance-based bonus scheme.

Eléments à fournir pour la candidature

The recruitment process will be initiated with a short informal virtual meeting to discuss the candidate’s background and motivation. This is followed by a more comprehensive interview with the two company directors, as well as an analytical task. The final stage is a presentation to the senior team as well as the opportunity to informally chat with team members.

Please note that applications must be in English and unfortunately applications in French will not be considered, as this position requires a very high level of written and spoken English.
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