

## Mundipharma Research

### Job Description

JOB TITLE:	Project Manager (m/f)	LOCATION:	Limburg, Germany
DEPARTMENT:	European Project Management	COMPANY:	MRG
RESPONSIBLE TO:	Executive European R&D Project Leader	STATUS:	Live

#### **A. BROAD PURPOSE OF JOB:**

To be accountable for managing and executing product development projects.

#### **B. SPECIFIC DUTIES & RESPONSIBILITIES:**

1. Accountable for own product plans with direct accountability for product deliverables.
2. Responsible for ensuring all projects are delivered on time to cost, performance and quality.
3. Responsible for Target Product Profiles (TPP) and Strategic Development Plans (SDP).
4. Accountable for liaising between a broad range of parties both internal to the company and external partners to ensure agreement of project timelines.
5. Accountable for Identifying and implementing best practice, and identifying issues which impact on project progress directing the project team members to resolve identified issues.
6. Manages the information relating to projects including the development and maintenance of project sites on R&D INSIGHT and ensuring the smooth flow of information within Project Teams.
7. Lead R&D participation in due diligence processes for new business opportunities.
8. Represents the department at external meetings in Europe and potentially worldwide and participates in European Project Management meetings.
9. Ensures the Project Team members and other members of European R&D have the required level of knowledge to fulfill their role in this project team on Project Management.
10. Deputises for the Executive European R&D Project Leader(s) when necessary.
11. Attends and participates in appropriate training courses for both personal and professional development.
12. Undertake any other reasonable tasks requested by the Executive European R&D Project Leader(s) to ensure the smooth running of projects and the project Management groups.

**C. QUALIFICATIONS / EXPERIENCE:**

- Graduate from a University of Applied Sciences or equivalent qualification and experience in the field of project management with a proven record of success within your current role
- Excellent leadership and organisational skills to manage a multitude of disciplines
- A good team player who can also work independently, remain calm under pressure and be able to make decisions and be accountable
- Excellent communication skills and fluency in English are essential for this role
- Frequent travelling will be required

This position is also suitable for severely disabled applicants who possess all the qualifications outlined above.