



Our client is a global pharmaceutical company with around 10,000 employees worldwide. Headquartered in Switzerland, located in 30 other countries, the privately held company supports the treatment of patients in 118 countries with products across three therapeutic areas: Hematology, Immunotherapy and Critical Care.

R&D efforts are focusing on disease areas where there is still significant need for better treatment options. For the Clinical R&D site located in Vienna/Austria we are currently looking for a

### *Clinical Operations Manager (m/f/d)*

You have a great interest in the field of clinical operations and experience in clinical trials? You like to work with great accuracy on projects? Your way of working is analytical? At the same time, you enjoy communicating with people and optimizing processes? Then this position is an interesting career move for you.

#### **Responsibilities:**

- Manage departmental clinical operations projects and act as project manager for these projects (e.g. diverse implementation projects on department level)
- Be responsible for continuous improvement of processes at CR&D, for standardization and identification of gaps
- Management of Standard Operating Procedures (SOPs) and Working Instructions (WOIs) for CR&D
- Act as in-house subject matter expert for assigned topics and provide trainings to the department
- Coordinate the activities / tasks assignments for departmental administrative support

#### **Required qualifications and experience:**

- Medical-pharmaceutical, scientific or similar background
- At least 4 years experience in clinical research or clinical operations
- Knowledge of the global clinical trials environment
- Work experience in the pharmaceutical industry or CRO industry
- Knowledge of project management methodology
- Fluent in English; both - written and oral. An additional language is beneficial
- Excellent communication skills and manners
- Strong interpersonal and organizational skills
- Good IT skills

#### **The offer:**

- The minimum salary for this position is EUR 70.000 gross per year. An overpayment according to your experience and skills is foreseen. The salary is subject to individual negotiation.
- Wide range of benefits: excellent staff restaurant (Do&Co), free parking space, health service, extraordinary stuff events
- Flexible working hours, fulltime 38 hrs/week (collective agreement Chemische Industrie)
- You benefit from a challenging and rewarding work environment that empowers people to gain important achievements for providing important treatments for patients
- International setting with an open, appreciative company culture
- Working for a family-owned enterprise with short decision making processes

If you're interested in working for exciting projects, please send your CV and your letter of motivation. We are very much looking forward to receiving your application.

Not exactly the position you are currently looking for? Please feel free to forward it to friends or colleagues who might be interested in our offer.

Jetzt bewerben

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