

Project Manager / Co-ordinator

Colibri Scientific is looking for a vibrant Project Manager / Project Co-ordinator (dependant on experience) to lead sample operations for early phase clinical trials. The role is primarily office based although the option to work a 1 day per week working from home is available.

Colibri Scientific is a growing company which provides personalised operational and scientific clinical sample services to clinical investigators, biotechnology and pharmaceutical companies running Phase 1 and 2 multi-centre studies.

We have built an excellent reputation for having a flexible approach to meeting out client's particular needs so the successful candidate must have a preference for non-routine ways of working.

Based in Wilmslow, we are a family friendly company, therefore, can tailor working hours to suit the successful applicant.

Duties will depend on the level of appointment:

The Project Manager is the single point of contact with sponsors and vendor laboratories and is accountable for all project deliverables and budget management.

The Project Co-ordinator supports the Project Manager, preparing documents e.g laboratory manual and taking responsibility for the sample shipment schedule and sample tracking for assigned projects. This role would be appointed with an end goal of obtaining the Project Manager role.

Qualifications and experience

Project Manager

Degree in science related field and minimum 5 years of clinical or research industry experience, including 2 years project management experience and 1 year of laboratory experience; or equivalent combination of education, training and experience.

Occasional travel may be required.

Project Co-ordinator

Degree in science related field and minimum 2 years of clinical or research industry experience, or equivalent combination of education, training and experience.

Being a small company, the successful applicant for either role must be willing to turn their hand to any company activity including administration and kit building, where required to meet deadlines.

Applicants should submit full CV and cover letter, stating which role they are applying for.

Work remotely

- No

Job Types: Full-time, Part-time, Permanent

Part-time hours: 37.5 per week

Salary: £27,000.00-£45,000.00 per year

Benefits:

- Company pension
- Flexible schedule
- On-site parking
- Private medical insurance
- Work from home

Schedule:

- Monday to Friday

Application question(s):

- How many years clinical project management experience do you have?
- Application deadline: 19/03/2022

- If you have any queries please don't hesitate to contact me at charles.stewart@colibriscientific.co.uk.