Profil is an internationally renowned CRO in the field of metabolic diseases, founded in 1999. For many years, we have been working closely with the pharmaceutical industry to develop new drugs for the treatment of diabetes and related diseases. We also intensively support the further development of known active substances. Furthermore, we conduct vital research regarding various other exciting applications such as novel routes of insulin administration or the measurement of blood glucose concentrations. Our many years of experience have enabled us to build up comprehensive scientific know-how and a unique expertise in the field of metabolic diseases. Profil currently employs around 330 people who make an important contribution to improving the quality of life of people with diabetes.

We are currently recruiting a

Project Manager (m/w/d)

Full-time

This project manager will ensure that clinical trials at PROFIL are conducted on time, within the planned resources and with highest quality. Flexible working hours and mobile working will be possible as soon as the familiarisation and training into the new position is completed.

Your responsibilies:

- Plan project goals and objectives
- Responsible for project communication, coordination and controlling
- Demonstrate a goal-oriented, trusting, flexible and motivativing project work
- First point of contact for Sponsors, third-party organizations as well as internal interfaces
- Organize, lead and document Sponsor oversight meetings and study handover meetings
- Schedule and facilitate site-initiation visits
- Support cross-departmental communication, problem solving and decision-making
- Create Project Management Plans outlining tasks, milestones and required resources
- Maintain and control project timelines
- Report weekly project status updates
- Plan and coordinate clinical trial submission preparations
- Take responsibility for eTMF set-up and maintenance

- Manage project risks and issues
- Monitor project Key Performance Indicators
- Controlling of planned project hours
- Controlling of project access rights and training requirements

Your profile:

- A Bachelor's or an advanced degree in science (e.g. biology, chemistry etc) would be beneficial
- Previous relevant experience in a CRO is mandatory, as well as experience in clinical trial management and project management
- Empathetic, helpful personality who is proactive and focused on solutions with a hands-on mentality
- Very good MS-Office application skills
- Fluent English language skills are a must, German language skills are a plus
- Exceptional organizational and interpersonal skills
- Ability to work both independently and within a team setting to obtain individual and company objectives

Our offer:

- We take pride in our company culture based on respectful, friendly and positive interactions between all colleagues and between all levels
- An exciting role with deep insights into clinical research at top level
- In addition to flexible working hours, you can expect competitive pay with an annual salary increase adjusted to the inflation
- Intensive induction into the job, comprehensive training on the job as well as the opportunity for further development
- Bicycle leasing (also e-bikes) via the company Business Bike and free charging possibility for e-bikes
- Performance-related pay with annual inflation compensation and a secure job with a permanent employment contract

Are you interested in this role? Don't hesitate to send us your CV, a motivation letter as well as records of your qualifications/ employment reference letters via email, preferably as pdfs, to hr@profil.com

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JETZT BEWERBEN