VACANCY

Job title: Senior Project Manager X2
Location: Remote/Southampton

The Novacyt Group is an international specialist diagnostic solutions provider, with a comprehensive product portfolio in advanced molecular and protein detection technologies. We believe in providing high-quality innovations, with a patient-led focus, that advance the science behind diagnostics in microbiology, haematology and serology testing.

Novacyt Group – at a glance:

Primerdesign – Focused on design, manufacture, validation and supply of gold standard real-time PCR kits, reagents and instruments.
IT-IS International – A specialist in the development and manufacture of molecular diagnostic instrumentation.
Microgen Bioproducts – A product range of diagnostic products in the fields of microbiology, serology, haematology, bacteriology and virology.
Lab 21 Healthcare – Manufacturer and supplier of Plasmatec and Biotec branded products, plus a range of reagents and tests for IVD application and blood grouping.

We’re now looking for 2 Senior Project Managers to join our team on a full-time basis working 37.5 hours per week.

Job Summary
At the Novacyt Group, we are emerging leaders within the Invitro Diagnostic industry with best in market products. We are seeking to hire a driven, results orientated Senior Project Manager to join our Project Delivery Team. If you are passionate, self-motivated and enjoy working with a degree of autonomy, the Novacyt Group could be a great opportunity for you.

You will lead a varied portfolio of projects, from New Product Development to Process and Continuous Improvement. The leadership, guidance, and hands-on support that you will provide, will be vital to the success of the organisation.

Main Duties and Responsibilities
• Take control and ownership of projects that require technical analysis, problem solving and stakeholder management at all levels
• Determine and define project scope and objectives with the project sponsor
• Forecast material and human resource requirements to deliver successful projects
• Prepare Project budgets for financial approval
• Develop and manage a detailed project schedule and plan of works
• Provide consistent project communications to stakeholders at all levels
• Manage internal and external customers in a confident and professional manner
• Utilise industry best practices, techniques, and standards throughout entire project execution
• Monitor progress and raise exceptions to the Project Executive/Program Lead as appropriate
• Measure project performance to identify areas for improvement

**Qualifications and Experience Required**

- Degree level qualification or equivalent
- Proven track record in problem solving within technical environments
- Experience working as Project Manager in support of a Program Lead
- Direct experience coordinating personnel and material resources
- Ability to maintain and distribute appropriate information to project stakeholders
- Ability to create, coordinate, and maintain multiple project plans and to control or respond to changes in direction and scope
- Competent user of project management software
- Able to present in person and over virtual platforms

**Other Experience/Abilities**

- Strong organisational skills required, including good time management skills
- Ideally with experience of manufacturing or production in a Biotechnology, Life science or FMCG setting
- Ideally with experience working to quality management systems
- Must be professional, dedicated and well presented, with a degree of gravitas
- Must have an excellent working knowledge of MS Office applications
- Excellent oral and written communication skills
- Highly organised and able to work independently on multiple tasks in a fast-paced environment

**The Benefits**

- Competitive salary
- 25 days’ annual leave
- Ability to buy and sell annual leave
- Cycle to work scheme
- Refer a friend scheme
- Life assurance
- Private medical insurance
- Group pension scheme

It’s an exciting time to join our team as we are making huge leaps in the fight against COVID-19 and have recently been awarded a Breakthrough of the Year award at the European Mediscience Awards 2020. We are the best in the world at what we do. If you are looking to learn, grow and succeed as part of a passionate team who are eager to make a difference, we want to hear from you.

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<th>Hours of Work</th>
<th>37.5 hours per week</th>
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For further information or to apply for this vacancy please e-mail recruitment@novacyt.com