

## **Scientific Project Manager – Full Time Permanent**

Job Reference: SCISPM19

Job Title: Scientific Project Manager

Location: Boston, United States

Salary: \$ Competitive dependent on experience

Benefits: Healthcare, 401k, Share eligibility, Bonus plan, 20 days annual leave

Hours: 40 hours per week (Monday – Friday)

Start Date: Immediate

### **The Company**

SciBite Limited is a young, exciting scale-up stage company based in Cambridge UK that is transforming the way life science organisations handle text and documents. Our semantic solutions understand the complexity and variability of content within Life Sciences yet are still simple to use. We can quickly identify and extract scientific terminology from unstructured text and transform it into valuable machine-readable data. Flexibility is key. Multiple deployment options from pre-built end-user applications through to 3rd party application integration mean that the value of our semantic technology reaches a much broader audience than ever before. Our architecture is designed as such that our capabilities can be integrated with ease into 3<sup>rd</sup> party applications and as such opens up a large opportunity to manage this growing set of relationships at SciBite.

### **The Role**

We are actively expanding our US presence and are looking to hire a US-based Scientific Project Manager to support our growing US client-base. Joining us means that as well as a highly competitive salary and fantastic benefits package, you will participate in and manage the success of customer project work covering the cutting edge of informatics and drug discovery with some of the world's major pharma and life science companies. As a dynamic, passionate and close-knit team, we're always learning new approaches and skills and will actively encourage you to challenge the norm as we continue to evolve as a business.

Directly supporting the US Technical Sales Manager, the successful candidate will manage and oversee customer-driven projects which lead the growth of SciBite's US market. The successful candidate will engage both with customers and internal teams to ensure projects are run efficiently, within scope and well communicated across the SciBite business.

### **Duties:**

- Setup and kick off new customer projects
  - Arranging regular project meetings, capturing and sharing meeting minutes with project teams and updating project plans
  - Monitor and report on progress of existing commercial projects
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- Support resource allocation/availability assessment for upcoming projects
- Active communication across the SciBite teams to ensure smooth customer/project management
- Highlight any risk, creep or concerns on projects to ensure effective, timely resolution
- Develop and maintain an understanding of SciBite technologies, the latest industry trends and how these apply to the project portfolio

#### **Qualifications/Skills/Experience:**

- Proven experience in and understanding of the Life Sciences / informatics market.
- Experience of managing successful customer projects and knowledge of various technologies in support of these.
- Act as a primary liaison between customers and cross-functional teams within SciBite
- A customer-focussed team player / self-starter with the ability to work using own initiative
- Experience of working under pressure and with minimum supervision
- Punctual with effective time-management and prioritisation skills
- Ability to identify problems and apply creative solutions
- Excellent written, verbal, interpersonal, presentation and demonstration skills
- Previous knowledge of working within in a similar role and/or organisation
- Genuine interest in technology and the desire to continue learning to drive career development
- Bachelor's degree preferred
- US Citizen or permanent resident

#### **What We Offer:**

A career at SciBite comes with the chance to help tackle real-world challenges of some of the biggest companies in biomedicine and beyond. Coupled with that comes competitive salary, a fantastic benefits package, share options and the chance to work in an environment that encourages innovation and personal development.

Perhaps most importantly, working at SciBite offers a chance to enjoy working in a friendly team where what you contribute really makes a difference. If you're excited by innovation and want to join a company that's breaking new ground and growing quickly, please apply at [careers@scibite.com](mailto:careers@scibite.com) quoting the position reference above.

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