

Job Description : Director, Project Management

Type : Full-time

Location : Flexible – preferred locations are Liege, Belgium; Melbourne, Australia and Indianapolis, USA

Date : Immediate

About Telix Pharmaceuticals Limited

Telix Pharmaceuticals Limited (“Telix”, the “Company”) is a Australian public Company (ASX:TLX) headquartered in Melbourne with operations in Europe, the US and Japan. Our mission is to be a leading, global biopharmaceutical Company in the field of “theranostic” radiopharmaceuticals and the Company is currently developing a mid-late stage pipeline of products in prostate, kidney and brain (GBM) cancer.

Description

The Director, Project Management role is responsible for Managing a team of Program Project Managers to apply project management best practice to progress products in the Group’s portfolio through development and commercialisation. Working closely with Program Leads, the Program Project Management team will develop processes, systems and tools to support product development of individual assets and the portfolio; prepare timely and accurate reports for Management and maintain current awareness of Program-related and functional knowledge.

The role location is flexible with preferred locations in Liege (Belgium), Melbourne (Australia) and Indianapolis (USA) and reports to the Chief Development Officer (based in Australia); and will manage Program Project Managers located worldwide in addition to having extensive interaction with key staff in the USA and other international locations.

Key Objectives: To ensure project management best practice is applied to progress products in the Group’s portfolio through development and commercialisation, thereby contributing to the achievement of the Group’s commercial and strategic goals.

Key Accountabilities:

1. Manage a team of Program Project Managers responsible for working closely with Program Leads to apply project management best practice to progress products in the Group’s portfolio through development and commercialisation.
2. Ensure delivery of key accountabilities for Programs (per Program Project Manager PD):
 - Utilisation of Group tools, systems and processes to ensure efficient and effective project management of the Program
 - Management of Project Team meetings
 - Maintenance of up-to-date documentation of product positioning and target product profile
 - Compilation and maintenance of product development and commercialisation plans

- Progress tracking of all activities against the plan and notification of potential delays and/or other changes
 - Documentation and tracking of the Program budget; working with Finance to ensure contracts and costs are recorded in an accurate and timely manner
 - Contributing to quality and risk management of the Program, including identification of risks and appropriate mitigation; and maintaining the Risk Register
 - Contributing to identifying and proposing Corporate Objectives based on approved Program plans.
 - Conducting regular reviews to ensure appropriate Program documentation is in place and to monitor project progress, scope, timelines and budget
 - Ensuring all Program Team members are kept informed of project status, costs and risks
 - Supporting Program Leads in preparing periodic reports to internal stakeholders, including senior management, on the status and progress of the Program.
 - Maintaining current awareness of Program-related and functional knowledge
3. Contribute to the Group's portfolio management process.
 4. Develop processes, systems and tools to support product development of individual assets and the portfolio as a whole.
 5. Performance management of Program Project Managers, ensuring appropriate processes, systems, controls and performance benchmarking are in place and managed.
 6. Contribute to financial management of the Program Management function.
 7. Ensure policies and practices are in place and followed for the identification and management of business risks.
 8. Contribute to the definition and delivery of Corporate Objectives.
 9. Preparing timely and accurate reports for Management.
 10. Maintain current awareness of Program-related and functional knowledge.

Education and Experience:

- Undergraduate or postgraduate qualifications in science or life sciences
- Minimum 7 years' pharmaceutical/biotechnology industry experience including for products in preclinical and early clinical development (Phase 1-2)
- Experience working as part of a cross-functional team
- Line management experience
- Minimum 5 years' project and financial management experience

Contact

For further details and information pertaining to compensation for the role, as well as expressions of interest, please contact Telix human resources at employment@telixpharma.com



Telix Pharmaceuticals Limited
ACN 616 620 369
Suite 401, 55 Flemington Road
North Melbourne
Victoria, 3051
Australia
