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JOB DESCRIPTION:

Project Manager for Biomedical Innovation and Partnerships Development

About Blockchain For Impact (BFI), Biomedical Research and Innovation:

BFI's mission is to create transformative change in the public health system of our nation. BFI aims to be a catalyst funder to forge multi-sectoral collaborations that address the gaps in R&D, innovation, and implementation. Under biomedical research and innovation arm, BFI has started BFI- Biome Virtual Network program establishing a multi-sectoral collaborative with a future goal to establish a "state-of-the-art institute". To move these initiatives forward, BFI is looking to nucleate the team for the Biomedical Research and Innovation arm to build programs and manage translation projects.

ROLE OVERVIEW:

We are seeking a dynamic and experienced Project Manager to oversee the implementation and execution of projects under BFI-Biome Virtual Network. The successful candidate will be responsible for managing all aspects of assigned project(s), including stakeholder engagement, project planning, resource allocation, and monitoring progress towards program objectives. The Project Manager, under Managing Director, BFI- Foundation, will work directly with the Program Director and closely with internal teams, external partners, and key stakeholders to drive collaboration, foster innovation, and ensure the successful delivery of program outcomes.

KEY RESPONSIBILITIES:

- Coordinate and facilitate communication between internal teams, external partners, and key stakeholders to ensure alignment of goals and objectives.
- Collaborate with cross-functional project teams to execute on program activities, including



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research initiatives and technology development.

- Provide guidance and support to grantees and project teams throughout the project lifecycle, including project planning, budgeting, execution, and reporting
- Manage project timelines to ensure projects are delivered on time and within budget
- Identify and mitigate risks to program/project success, proactively addressing challenges and obstacles as they arise
- Monitor and evaluate program performance against key deliverables, providing regular updates to senior management and stakeholders.
- Foster a culture of collaboration, innovation, and excellence within the project team(s) and across partner organizations.
- Identify and cultivate relationships with potential grantees, partners, and stakeholders to enhance collaboration and maximize the impact of funded projects
- Serve as the primary point of contact for program-related inquiries, providing timely and accurate information to stakeholders as needed.
- Prepare and deliver presentations, reports, and other communications to update stakeholders on program progress and achievements.
- Contribute to the development of funding guidelines, policies, and procedures to streamline grant administration and enhance program effectiveness
- Stay informed about emerging trends, technologies, and best practices in the biomedical field, applying insights to inform program strategy and decision-making.
- Undertake any additional innovation programs related or operational tasks within the BFI as directed by the Program Director.



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QUALIFICATIONS AND SKILLS:

- A Bachelor's degree (BSc, BS, B.Tech., MBBS, BDS) with minimum 4 years of experience or a master's degree with minimum 2 years of experience in a relevant field (biomedical sciences, life sciences, medical or a related discipline)
- Understanding of biomedical research and development, as well as familiarity with emerging technologies, market trends, and industry advancements.
- Excellent project management skills, with the ability to plan, execute, and monitor initiatives in a virtual environment
- Proven expertise in project operational planning to assess project needs, identify gaps, and propose innovative solutions.
- Knowledge of grant administration practices, funding mechanisms, and regulatory requirements in the biomedical field is desirable
- Strong attention to detail and demonstrated ability to plan, organize, and prioritize work in a fast-paced environment, managing multiple projects and deadlines simultaneously.
- Excellent written and verbal communication skills, with the ability to present complex information in a clear and concise manner.
- Experience in organizing and conducting convenings, workshops, seminars, and webinars is preferred.
- Proficiency in utilizing research databases, search engines, and other tools to gather relevant resources.
- Familiarity with statistical analysis software and data visualization tools.
- Collaborative mindset and the ability to work effectively in a team environment.
- Strong problem-solving and decision-making abilities.
- Passion for advancing healthcare innovation and a commitment to improving patient outcomes through collaborative research and development.



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EXPECTED SALARY:

Commensurate with experience

To apply, V: <https://www.blockchainforimpact.in/careers>



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