

Czech Centre for Phenogenomics (CCP), member of IMPC and Infrafrontier consortia, is seeking motivated and responsible candidates for the position of

Coordinator of Preclinical Research and Development

Job description

- Contact person and representative in external communication with current and potential users of CCP preclinical services (e.g. pharma, biotech companies, research institutes etc.) from the Czech Republic and abroad - initiation and management of pre-clinical and other studies (communication including organisation of meetings, participation in study planning, costing and quotation, participation in the substantive content of contracts)
- Organisation and supervision of the preclinical and other complex projects at CCP including management of work of involved units
- Design, coordination of experiments, and support to users in collaboration with phenotyping unit heads
- Data analysis and interpretation, preparation of interim and final reports for users
- Quality monitoring of results and compliance with the rules of good laboratory practice (SLP/GLP)
- Involvement in the process of grant applications, management and reporting, publication of the scientific results, and dissemination activities, including social media
- Involvement in the preparation of the documents of the CCP for formal institute evaluations, scientific advisory board meetings, and yearly reports
- Own research project possible

Requirements

- Biological, veterinary, medical or related field, experience in preclinical research is an advantage
 - Professional experience in science management would be an asset
 - Ability to work independently and having a strategic mindset
 - Able to prioritise resources with balanced decision making
 - Attention to detail and the ability to diligently manage a broad range of different responsibilities in your own time
 - Excellent interpersonal, negotiations, communication and presentation skills
 - High integrity and ability to handle sensitive and confidential information
 - Medical eligibility for work with laboratory animals and animal samples (rodents)
 - Working knowledge of English language (C1 level minimum)
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We offer

- Job opportunity in the international environment of a top science centre
- Possibility of professional growth and further education
- Enthusiastic working environment, opportunity to bring own ideas into practice
- Competitive salary
- Five weeks of vacation, three sick-days and a standard range of benefits offered by the IMG (meal vouchers, kindergarten, sport / culture / pension insurance contribution, etc.)

The successful candidate will become a member of the CCP international team with highly-motivated and professional attitude. The Coordinator will play a central role in supporting the scientific services of the CCP together with the director, and phenotyping unit heads, and will be a crucial part of the senior management team of the CCP.

If you are interested in this position, please send your cover letter and structured CV by e-mail to Mrs. Jana Safrankova (jana.safrankova@img.cas.cz).
