



## 【800～1250万円】 Japan Program Manager

臨床開発リーダー・臨床開発プロジェクトマネージャーのご経験のある方は歓迎です。

### Job Information

**Recruiter**

JAC Recruitment Co., Ltd.

**Hiring Company**

非公開

**Job ID**

1488045

**Industry**

Pharmaceutical

**Company Type**

International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

8 million yen ~ 12 million yen

**Work Hours**

09:00 ~ 17:45

**Holidays**

【有給休暇】初年度 20日 1か月目から 【休日】完全週休二日制 土・日・祝日、ゴールデンウィーク（4/29 5/5）、夏季・

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**Refreshed**

December 21st, 2024 00:00

### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

【求人No NJB2194082】

■日本のプロジェクトチーム（JPT）のコアメンバーとしてプロジェクトチームを運営し、チームメンバーと共にプロジェクトの開発計画を立案し進捗を管理する仕事です。

**■Job Purpose:**

Partner with Japan Program Head（JPH） and Global Program（Executive） Director（GP（E）D） in Japan activities

as a member of GPM to manage all aspects of assigned projects/programs within matrix structure by driving innovation contribution to and execution of aligned strategies ensuring regulatory approval market access and reimbursement in Japan and maximizing commercial value

- Lead assigned projects/programs by supporting JPH and may deputize for JPH depending on priority and complexity of the projects/programs in Japan
- Grow in experiences and skills to be JPH and/or Line function managers

■Major Accountabilities:

- Accountable for all aspects of project and program management for assigned projects/programs in Japan
- Partner with JPH and Japan Program Team (JPT) members to drive development of program strategy and translation into realistic integrated development plan and ensure consistency of both program strategy and development plan with target product profile
- Partner with GP (E) D to align and manage the Japan project/program plan as a part of global development plan with Global Program Team (GPT) and to secure communication on Global development plan to ensure consistency of both program strategy and development plan between Global and Japan
- Coordinate and provide project information/data for the status and the value assessment to GPM DU and Portfolio Management for reporting and portfolio analysis
- Accountable for high quality of JPT's deliverables such as JPT minutes JPT objectives strategic documents such as tollgate presentations and executive communication input to key updates and portfolio review
- Ensure the quality and content of management communication such as Monthly Update and JPT minutes
- Ensure alignment with other JPMs and JPTs to utilize same project management processes
- Ensure project forecast such as budget timeline milestones and sales forecast is developed with consistent quality and method across GPM J
- Accountable to champion transparency in discussion and communication in JPTs
- May lead JPTs for non high priority/complicated projects when delegated under supervision by JPH
- Monitor progress of assigned projects/programs by communicating with JPT members locally and collaborating with GPD representatives globally
- Drive risk assessment and contingency planning by JPT
- Ensure integration of Global project management tools and processes in the day to day project team practice
- Support JPH to build high performing JPTs
- Leads or serves on process improvement and/or contributes to GPM/DUs initiatives or other cross functional activities
- Provides on boarding coaching and/or mentoring support; develops and fosters GPM J culture
- Quality accountability: Ensure adequate reporting of adverse events/technical complaint/compliance issue in accordance with company procedures and 100% timely delivery of all training requirements including compliance

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## Required Skills

■Education (minimum/desirable) :

Desirable: PhD MSc in Life science Minimum: BSc in life science

■Languages:

Fluent English in verbal and written communication  
Experience / Professional

■Requirement:

- In total 5 year experience in Pharmaceutical industry ideally in R D or in commercialization of pharmaceutical products business
- Sufficient knowledge of the drug development process from research development to commercialization including post launch safety surveillance and Medical activities
- Sufficient knowledge of Pharmaceutical Business and Portfolio
- Hands on experience of international drug development preferably in project management
- Experience in international and multidisciplinary drug development teams preferably matrix project management experience in international and multidisciplinary drug development teams
- Strong verbal and written communication including networking and alliance building
- Curiosity learning agility problem solving skills
- Leadership skills with broad view and strategic thinking i.e. able to understand how external change affects strategy and how change of strategy affects tactics
- Strong interpersonal skills and expert team player with demonstrated ability to build collaborative team membership and bridge across diverse and cross functional team members

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## Company Description

ご紹介時にご案内いたします