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Job Offer: Manager Assistant of research projects, at the Research Programme on Biomedical Informatics (GRIB)

Job Description:

Job description: We are opening a position of project manager assistant at the Pharmacoinformatics (PhI) group led by Manuel Pastor at GRIB (IMIM-UPF) in Barcelona. The candidate will be in charge of assisting in the **management of large EU funded European projects in areas related with pharmaceutical research, chemistry and informatics**, integrated in a team of scientist and international experts from industrial and academic institutions, in the context of European projects in the areas of in silico toxicology.

General description: She/he will assist in the coordination of an international team of experts, organize teleconferences, follow up the project tasks, assist in the preparation of reports and deliverables. The work will be carried out tightly integrated in a team of young scientist, collaborating to produce state-of-the-art scientific software and methodologies, in research projects funded by the European Union. The candidate will have the opportunity to collaborate with multiple partners of an international consortium, involving some of the best toxicity experts in Europe, multinational industries in pharmaceutical, cosmetic and consumer chemicals.

The PhI group lead by Manuel Pastor is a multidisciplinary team with strong experience in the development of novel computational methods and their application in the drug safety areas. Some relevant achievements in these areas include: i) the development of methods for robust applicability domain and reliability indexes in the prediction of toxicological endpoints, ii) development of eTOXlab and Flame, flexible frameworks for the implementation of prediction systems, iii) development of multiscale prediction systems for drug-induced cardiotoxicity, iv) participation in the European projects eTOX, Open PHACTS, iPiE, EU-ToxRisk, TransQST, eTRANSAFE and RISKHUNT3R. A description of the group and the most recent publications can be accessed at <http://phi.upf.edu/>

Project and Institution that finance the contract.

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Desired skills and expertise:

- Demonstrable experience in project management
- Excellent English level (C minimum), spoken and written
- Excellent communication skills
- Good leadership skills
- Proficient in MS Office (Word, Excel, PowerPoint, Outlook)

We will value:

- Experience in management of European Funded projects
- Experience in any of the project areas (pharmaceutical industry, informatics, toxicology)

Benefits of the opening

Contract: Full-time position , with annual salary to be negotiated, starting from 35.000€.

Information on the application process:

To apply: Please send a CV and a letter of interest by email to [http://manuel.pastor@upf.edu](mailto:manuel.pastor@upf.edu)