



VIE ASSISTANT PROJECT MANAGMENT - H/F

Référence : VIE/102394/4102017:

Intitulé du poste : VIE ASSISTANT PROJECT MANAGMENT– H/F

Pays d'affectation : ETATS-UNIS (MIAMI-WASH-BOSTON-CHICAGO)

Ville d'accueil : BOSTON

Date du début de la mission : 01/01/2018

The VIE is an international program for young professionals between the age of 18 and 28 who are European Union nationals. In addition, the candidate cannot come from the country hosting the mission.

PLEASE NOTE that only applications submitted in English can be considered by our non-French speaking partners at Schneider Electric. Therefore, it is strongly recommended that you post your resume in English.

KAYENTIS

As experts in electronic data capture for patients in clinical trials, Kayentis has been involved in clinical development since 2003, helping sponsors and CROs to bring simplicity to the collection of clinical trials data for both patients and sites.

Since 2009, Kayentis has specialized in eCOA solutions, developing a full range of services and extending its solutions portfolio.

The company has continued to enhance its services and now offers a wide range of solutions that are easily used together and adaptable for all clinical study needs.

Missions:

Your role will be to:

- Assist in the deployment of the Kayentis eCOA solution for large, international clinical trials (phase II to IV)
- Assist the Project manager in setup, running and closing activities (create communication means, trackers, specifications, etc.)
- Ensure all activities are performed in a timely manner and consistent with documented processes
- Facilitate internal communication with Project Managers, Data Management, Support and Logistics
- Follow-up project's successful deployment
- Assist in measuring key performance indicators
- Proactively manage project-related issues
- Deliver required project specific reporting

Profil:

Education: Engineer

Personal skills

- Biology / Clinical studies / Pharmaceutical background
- Good communication skills
- Organized
- Curious
- Team-oriented
- Empowered by client satisfaction
- Microsoft office

Requested languages Good level in English