

Evrys Bio

Job Title:	Research Project Manager - Chemistry	Job Category:	
Department/Group:	Evrys Bio	Job Code/ Req#:	
Location:	3805 Old Easton Road, Doylestown, PA 18902	Travel Required:	
Level/Salary Range:		Position Type:	Full-time hybrid-on-site
HR Contact:	Janine Sadlowski	Date posted:	
Will Train Applicant(s):		Posting Expires:	
Applications Accepted By:			
E-mail: HR@evrysbio.com Subject Line: Attention HR: Research Project Manager			
Job Description			
<p>The Main Purpose of Your New Job with Evrys Bio:</p> <p>This is an opportunity to join a small, entrepreneurial, and well-funded biotech company. Building on research breakthroughs from an internationally renowned scientific team, Evrys Bio is discovering new antiviral drugs that will change the way infection is treated from one virus at a time, to broad-spectrum therapies simultaneously effective against different viruses, without the emergence of drug resistance. The company is funded by private investors and by multi-million-dollar government grants and contracts to develop therapies addressing infection control, pandemic preparedness, and biodefense.</p> <p>We are searching for an experienced and dynamic Research Project Manager with a skilled and proficient background in medicinal chemistry, in vitro and in vivo ADMET, and in vivo study design to join our cross-functional team. The successful candidate will play a pivotal role in coordinating and overseeing Evrys Bio's drug discovery projects in preclinical development and will collaborate with multidisciplinary teams of scientists, external partners and vendors to ensure the successful progression of studies in alignment with company goals and timelines.</p> <p>With COVID-19 and its variants, we've become more aware than ever of the need for novel antiviral therapies. So have government agencies who fund medical research and large corporations looking for the next big cure that they can introduce to physicians who have patients waiting. For over 5 years before the pandemic, our scientific team has seen hundreds of viruses attack that have no known effective drug therapy. We've always approached our work on new antiviral drugs with a sense of urgency. Now we have research and development partners feeling a greater sense of urgency as well. This creates a big opportunity to make a difference for us – and for the Research Project Manager who joins our team.</p> <p>This Job Reports to the Vice President - Research, and is an hybrid-on-site position @ the Company's Doylestown, PA Headquarters.</p> <p>Salary is based on experience and comes with health benefits, paid vacation, and stock option incentives (that may earn you significant personal wealth by participating in the company's success).</p> <p>Your Duties as our Research Project Manager:</p> <ul style="list-style-type: none"> • Project Management: Manage discovery research projects by working with VP of Research to develop comprehensive project plans. Coordinate collaborators and vendors to ensure successful execution of milestones and deliverables. Design new compounds using structure-based design, QSAR modeling and traditional SAR techniques to improve potency and ADMET properties. • Collaboration: Foster strong collaboration between Evrys and collaborators/vendors to facilitate seamless information flow, decision-making, and alignment of project objectives. 			

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- **Timeline and Budget Management:** Develop and manage project timelines, milestones, and budgets. Proactively identify potential delays or issues and implement mitigation strategies to keep projects on track. Schedule meetings for collaborators and vendors to update the relevant Evrys personnel.
- **Risk Assessment and Mitigation:** Identify project, biology study and medicinal chemistry risks and develop mitigation plans to address challenges that may impact project progress. Adapt strategies as needed to ensure successful outcomes.
- **Communication:** Provide regular updates to senior management and stakeholders on project status, key achievements, and challenges. Effectively communicate project goals, progress, and strategies to both technical and non-technical audiences.
- **Resource Allocation:** Work closely with Evrys Management team to allocate resources effectively, ensuring that the project team, collaborators and/or vendors have the necessary expertise and support to accomplish project goals.
- **Scientific Oversight:** Provide scientific input and guidance to the Evrys team, collaborators and/or vendors, leveraging your expertise in pharmaceutical discovery to make informed decisions and drive project advancement.
- **Documentation:** Prepare and maintain accurate and comprehensive project documentation, including experimental plans, data analysis, and reports, in compliance with company standards and regulatory requirements. Review collaborator and vendor study reports, recommend edits and distribute finalized reports to relevant Evrys stakeholders.
- **Improvement:** Identify opportunities for process optimization and contribute to the development and implementation of best practices within the drug discovery project management function.
- **Team:** Evrys Bio is a high growth company with volatility, uncertainty, complexity, and ambiguity (VUCA) expected as part of its path. Contribute to a high-energy, fully-engaged, positive, accountable team culture described in E.V.R.Y.S. success behaviors and Values (see attached) – even as VUCA conditions arise, and or if others are frustrated by VUCA conditions

Qualifications for the job:

- PhD in synthetic organic chemistry or medicinal chemistry.
- Proven history of successfully managing medicinal chemistry/drug discovery projects through various stages of preclinical research.
- Strong understanding of drug discovery processes, including target identification, hit-to-lead, lead optimization, and preclinical development.
- Excellent leadership, communication, and interpersonal skills to effectively collaborate with multidisciplinary teams.
- Expertise in computer systems, online collaboration tools and in MS Word, Excel, PowerPoint, MS Outlook as well as a contract lifecycle management system.
- Experience in risk assessment, problem-solving, and decision-making in a fast-paced and dynamic environment.
- Experience with project management software and tools, such as Microsoft Project, Timeline Pro, or Thinkcell a plus.
- PMP certification a plus.

Reviewed By: Janine Sadlowski		Date:	9/5/2023
Approved By: Lillian Chiang		Date:	9/6/2023
Last Updated By:		Date/Time:	

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Recruitment and selection process – and future HR practices, post-hiring will be respectful and inclusive of diversity, will follow good equal opportunity and nondiscriminatory practices. Employment will require work permits to work in the USA.