

Project Management

Position Name	Project Management
Grade / Designation	-
No. of Openings (Only numeric values)	1
Function / Domain	Project management
Qualifications	Btech ECE/Electrical and MBA
Desired Experience Level (in years)	2-3years
Age	23-25years
Reporting To	VP SCM
Job dimensions / Span of Control	Project Management
Place of Posting (Name of City Only)	Noida
Additional Information	-
Role objective	Complete management, cordination and link between all departs to formulate and deliver projects.
Key Responsibility Areas (KRAs) Financial: Customer: Process: People:	<ul style="list-style-type: none"> •Project management of multiple complex projects and schedule reviews by management •Develop, manage and maintain up-to-date MS Project Timelines inclusive of all critical milestones, key interdependencies and resource constraints, applying appropriate project scheduling techniques •Coordinate activities with internal resources, third party vendors, Technology partners towards timely execution of projects •Ensure that all projects are delivered on-time, within scope and within budget •Perform risk management to minimize project risks •Developing project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility •Ensure resource availability and allocation •Continuously track progress of various projects and report and escalate to management as needed •Measure project performance using appropriate systems, tools and techniques •Manage the relationship with the client and all stakeholders •Establish and maintain relationships with third parties/vendors •Create and maintain comprehensive project documentation•Develop risk assessments, complete with detailed mitigation plans including funding and staffing •Lead teams (including suppliers) in support of manufacturing improvement, productivity, cost reduction projects •Manage competing timelines and prioritize tasks •Assemble and lead matrixed cross-functional teams comprised of scientists and engineers responsible for all operational aspects of drug substance process development, characterization, manufacture, quality assurance and quality control •Manage Fulfillment Operations for a group of product families (PF) at our Manufacturing Partner (MPa) site
Key Performance Indicators (KPIs)	<p>Lead cross functional project with internal and external functions</p> <p>Plans and leads requirements, design, and project reviews – often with 10-25 operational team members that may have conflicting objectives</p> <p>Plans with the project leader and team the CMC strategy and cross functional activities</p> <p>Monitors project execution and adjusts plans</p> <p>Prepare project plans/schedules, reports and budgets</p> <p>Conceive, specify and validate the manufacturing processes of the new products/projects for assembly, testing or painting, in respect for the quality, deadline, cost, safety and environment constraints</p> <p>Creates and executes project work plans (Work Breakdown Structure) and revises as appropriate</p> <p>Identifies resources needed and tasks team members with project tasks</p>
Preferred Sources (Preferred Industry Background)	Aerospcae and defence or electronics manufacturin