



About ITM

ITM is a privately owned biotechnology and radiopharmaceutical group of companies dedicated to the development, production and global supply of targeted diagnostic and therapeutic radiopharmaceuticals and radioisotopes for use in cancer treatment. We are developing a proprietary portfolio and growing pipeline of targeted treatments in various stages of clinical development addressing cancers such as neuroendocrine cancers or bone metastases. Our main objectives are to significantly improve treatment outcomes and quality of life for cancer patients through a new generation of Targeted Radionuclide Therapies in Precision Oncology. The headquarters are located in the heart of the research center of the Technical University of Munich (TUM).

We would like to fill the following permanent vacancy in a hybrid working model in Garching as soon as possible

Program Coordinator (f/m/d)

Your role

- Support the Program Operational Director in program monitoring to

Your profile

- Bachelor's degree in Life Sciences, Pharmacy, Project Management or

manage budget, timelines, quality, resources and risks/issues

- Responsible for the Sharepoint structure implementation and maintenance
- Coordination of the program team meetings (GPT), offsite meetings, cross-functional reviews, and vendor communications
- Establish and maintain the core team/ extended team lists and working team lists, tracks action items and milestones
- Support Program Directors in preparing and distributing agendas, GPT meeting minutes, and status reports
- Help to create presentations/ Gannt Charts based on MSP
- Communicate actively on a cross-functional level with research, clinical, regulatory, and other teams/ team members
- Support document updates, like e.g. asset reviews/iDP/TPP in alignment with Program Lead and Program Director and program team
- Steering program related reporting and communication processes

related field or in-depth experience and competence as program coordinator without bachelor's degree

- At least 1 year experience in program coordination within pharmaceutical, biotech, or CRO company would be preferred
- Familiarity with drug development processes
- Proficient in MS Office Suite, Sharepoint, experience in project management tools a plus
- Strong organizational and time-management skills as well as problem solving and critical thinking abilities
- Team collaboration and interpersonal effectiveness
- Ability to work under pressure and adapt to changing priorities
- Good written and verbal communication in English; German is a plus

Our offer

- Exciting challenges in an up-and-coming and fast-growing company with a high degree of creative freedom

- An open working atmosphere in an international corporate culture with short communication channels
- Comprehensive onboarding programme
- Flexible working hours with home office options
- Attractive special payments
- Just a good salary? Not with us! We also offer you
 - Employee participation programme
 - Job bike or subsidised job ticket
 - Above-average contribution to the company pension scheme
 - Individually tailored further training programme (including German and English courses)
 - Health promotion programmes (e.g. EGYM Wellpass, subsidy for local fitness studio, sponsorship of sporting events, various lifestyle coaching sessions)

ITM is an employer that ensures equal opportunities. Qualified applicants are encouraged to apply and will be considered during the selection process regardless of gender, age, national or ethnic origin, religion or belief, disability, sexual orientation, gender identity, or any other characteristic protected under the German General Equal Treatment Act (AGG).

If you are a qualified individual with a disability or are otherwise covered under applicable law and are unable to apply through our online application process, you may request a reasonable accommodation. Please contact career@itm-radiopharma.com.

When you apply, please let us know your earliest possible starting date and your salary expectations. You can submit your CV in German and English in docx or pdf format.

Apply now

Contact

Liana Costanza

[089 329 8986 - 1714](tel:0893298986)

career@itm-radiopharma.com

ITM Isotope Technologies Munich SE

Human Resources

Walther-von-Dyck-Str. 4

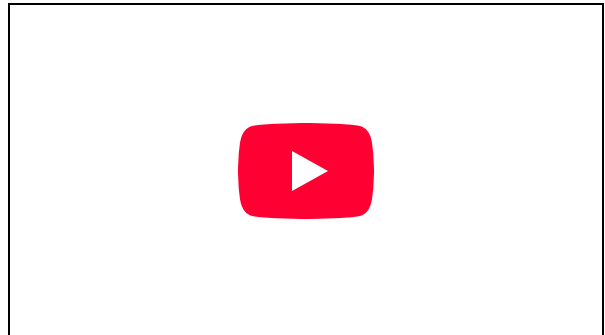
85748 Garching/München, Deutschland

Note for recruitment agencies

Please note that we do not accept unsolicited applications or offers of assistance. The telephone number given in the advertisement is intended exclusively for applicants and should not be contacted for any other purpose. Thank you very much!

More about ITM

With us, you will have the opportunity to work in an international environment on ground-breaking projects that can have a significant impact on cancer care worldwide. We are looking for dedicated, talented and passionate professionals who share our vision and want to help shape the future of oncology. If this exciting challenge appeals to you and you would like to contribute to realising our common goal, please do not hesitate to send us your application. We look forward to hearing from you!



For more information please visit: www.itm-radiopharma.com