Job Description

Position

Job title: IT Manager

Company: Ariceum Therapeutics GmbH

Location: Berlin, Germany

Line Manager: CFO

Purpose of the position

The IT Manager is responsible for managing the IT sourcing and project management activities for Ariceum. The IT Manager will oversee the selection, negotiation, and performance of IT suppliers, as well as the planning, execution, and monitoring of IT projects. The IT Manager will also ensure that the IT solutions meet the business needs and comply with the regulatory standards of the pharmaceutical industry.

Main Responsibilities and tasks

- Develop and implement IT sourcing strategies and policies to optimize the IT spend and ensure the quality and reliability of IT suppliers.
- Conduct market research, benchmarking, and supplier evaluation to identify and select the best IT suppliers for the company.
- Negotiate and manage contracts, service level agreements, and key performance indicators with IT suppliers.
- Monitor and evaluate the performance of IT suppliers and resolve any issues or disputes.
- Establish and maintain effective relationships with IT suppliers and internal stakeholders.
- Lead and coordinate IT project teams and ensure the alignment of IT projects with the business objectives and priorities.
- Define and manage the scope, schedule, budget, and quality of IT projects.
- Identify and manage the risks, issues, and dependencies of IT projects.
- Communicate and report the status, progress, and outcomes of IT projects to CFO or senior management and relevant stakeholders.
- Ensure that the IT solutions comply with the regulatory requirements and standards of the pharmaceutical industry, such as ERP systems, data security, GxP, HIPAA, or GDPR.
- Provide guidance and support to the IT staff / external Service Provider and foster a culture of collaboration and innovation.

Experience / Qualification / Competencies

- Bachelor's degree in IT, computer science, engineering, or related field.
- At least 3 years of experience in IT sourcing and project management, preferably in the pharmaceutical or healthcare industry.
- Strong knowledge of IT sourcing methodologies, processes, and best practices.
- Proven track record of negotiating and managing contracts and service level agreements with IT suppliers.
- Excellent project management skills and experience in leading and delivering complex IT projects.
- Knowledge of IT project management tools and methodologies, such as Agile, Scrum, or Waterfall.
- Familiarity with the IT solutions and technologies used in the pharmaceutical industry, such as ERP, CRM, LIMS, or MES.
- Understanding of the regulatory requirements and standards of the pharmaceutical industry, such as ERP systems, data security, GxP, HIPAA, or GDPR.
- Strong analytical, problem-solving, and decision-making skills.
- Excellent communication, presentation, and interpersonal skills.
- Ability to work independently and collaboratively in a fast-paced and dynamic environment.
- Languages: Fluent English and German is a must.