



**One treatment a year.
Life changing.**



Associate Director of Operations

Salary:	Competitive
Contract Type:	Permanent
Contracted Hours:	Full-time
Location:	Oxford

Job description

Oxular is looking for an experienced Project Manager who can drive development of retinal therapeutic clinical programmes.

The ideal candidate has scientific training in either chemistry or biology, brings 5 or more years' experience in drug development, is proactive, takes initiative, and is not afraid to roll up their sleeves to ensure quality completion of a job.

The person must be well organised and skilled to provide oversight and administration across key functional areas involved in drug development. The person must be adept at using project management tools, and preparing and presenting communication documents, and driven to ensure programme deliverables are completed on time and within budget.

Key Responsibilities

- Coordinate cross functional administration and oversight of R&D teams
- Develop and maintain program development plans, including detailed activities across formulation, preclinical, regulatory and clinical functions, including budget and timelines
- Actively manage external contract research organisations and consultants
- Coordinate and actively participation in the preparation, review and submission of regulatory briefing documents
- Deliver program updates and highlight issues, ensuring open, transparent communication with the company
- Identify potential risks to project progression and generate back-up and or mitigation plans

Experience

- >5yrs in Project Management Biotech/ Pharma
- PhD in Biology, Chemistry, Biology, or related life science field

- A track-record of managing projects from discovery through translation into human clinical trials
- Manage and coordinate activities with contract research organisations
- Excellent written, oral, and organisational skills
- Experienced with project tracking tools such as Microsoft project
- Strong Microsoft Office skills

Working at Oxular

Oxular, based in Oxford, UK, is a rapidly growing biotech company, developing life-changing retinal treatments. Oxular is looking for talented team members who relish the opportunity to be part of an innovative company, focused on changing lives. Our benchmark is our future patients: how can we help people at risk of impaired vision or total loss of sight? How can we change their lives for the better?

To answer that question, we are focused on developing our technology and highly distinguished pipeline into drug products that could be truly transformational for the millions of sufferers of eye disease around the world.

Joining a growing company gives you the chance to inform the outcome of that goal, using your initiative and skill to shape the future of the company. Your determination, commitment and innovation will be highly valued at Oxular. Our culture is rooted firmly in helping you achieve your potential with the right nurturing and mentorship, alongside transparency and direct feedback.

Are you attracted to roles that will use your determination and problem-solving spirit? Do you find meaning in working for a company truly striving to make a difference? If you're excited to sprint for the goal with a team who are collaborative, forthright and respectful of you as an individual, get in touch.

About Oxular

"One treatment a year. Life changing."

Oxular is developing disruptive technology to transform the treatment of retinal disease, offering patients life-changing solutions to their unmet needs. Oxular's sustained-release formulations are engineered to last up to one year following single administration and perform in specific small spaces in the eye. This approach provides unique and precise drug distribution to tissues specifically involved in retinal diseases. Oxular's drug administration technology is engineered to access these critical tissues through minimally-invasive delivery. This novel combination aims to substantially improve patient quality of life by increasing therapeutic effectiveness and patient safety, while reducing side-effects and minimizing the frequency of treatments. Oxular's product development pipeline includes treatments for prevalent retinal diseases, such as diabetic macular edema and age-related macular degeneration, as well as rare and orphan indications, including treatments for ocular cancers.