

## **Job description:** Program Manager – Medical Device Development

**Reports to:** CEO

### **Organization Overview**

We are a start-up company developing a breakthrough technology for automatic medical diagnosis based on Doppler ultrasound signals. Our advanced analytics involves ultrasonic signal processing and machine learning and relies on a large database collected through extensive medical trials.

### **Position Summary**

The Program Manager has full responsibility for the management and overall success of medical device development program for the medical market. This encompasses direction of internal and outsourcing activities, monitoring and reporting all aspects of program performance to assure the success of the program phases from inception to completion while meeting timelines, technical requirements and costs. The Program Manager coordinates the development teams and interacts with representatives responsible for the quality, manufacturing, procurement, marketing and finance.

### **Responsibilities**

- Responsible for specification, development, risk management, creation of traceability matrix, and overall lead of the medical device project through its entire life cycle
- Manage complex schedules that involve both internal and external engineering teams, as well as vendors, while prioritizing activities for rapid execution of critical path work items
- Manage identification and development of mitigations for critical project risks
- Lead team meetings, design/technical reviews, meeting minutes, task management and follow up action items to closure

### **Education**

- BSc, MS in electrical engineering, computer science or biomedical engineering

### **Qualifications**

- 8-10 years of experience developing medical devices
- Solid understanding of design controls and risk management
- Previous experience with ultrasound (nice to have); Doppler ultrasound huge advantage
- Solid experience in preparing technical files for supporting regulatory submissions (including CE mark, US FDA)
- Strong previous program management experience working with R&D electrical and software engineering teams
- Understanding of all relevant standards to support medical device product development

- Demonstrated ability to bring products from concept to market
- Excellent written and verbal communication skills
- Flexibility, persistence, resourcefulness, a drive to succeed, and an entrepreneurial spirit

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