

## National Biopharma Mission (NBM)

**Position :** Sr. Program Manager (SPM)/Program Manager (PM)

**Position Code :** PM-02

**No. of Vacancies :** 01 [One]

**Consolidated Remuneration :** Program Manager - Between Rs.90,000/- to Rs.2,70,000/- Lump sum per month  
Sr.Program Manager - Between Rs.1,10,000 to 3,00,000 Lump sum per month depending on qualifications and experience.

**Tenure :** The engagement on the position is for a period of three [3] years or co-terminus with the Project, whichever is earlier. The contract shall be renewed depending upon the extension of the Project or the need for continuance of service.

**Job Description :** The Program Manager will serve in the Program Management Unit – National Biopharma Mission, BIRAC and should have expertise in the translational sciences and product development related to Biotherapeutics (vaccines, monoclonal antibodies, Biosimilars) and Devices and Diagnostics. Also, to interact and work with thought leaders and leading scientists both in India and internationally; contribute to strategic thinking and forward-looking analysis in relevant areas; communicate progress and setbacks against strategic goals; and importantly create and manage grants/contracts as part of a team for various projects supported under the Mission.

**Key Responsibilities :**

**Responsibilities of the position include but are not limited to:**

- Responsibilities for Implementation of the Mission Program which includes writing of RFAs for soliciting proposals, working with national and international experts for scientific evaluation and assessment of proposal.
- Manage substantial portfolio of complex grants requiring high-level grant management skills.
- Working with Legal and Finance to get all necessary Contracts and Agreements ready for the I3 Program.
- Coordination and administration of all aspects of new and ongoing projects including planning and implementation.
- Responsible for all Program Investment and Financial Planning.  
Ensure timely execution of all activities.
- Proper monitoring both technical and financial of the projects working closely with the SAG, TAG and SC for project review, new area prioritization and preparing a strategy for implementation.
- Responsible for organizing all Meetings, Interaction and Advisory Group Discussion including international conferences and workshops.
- In addition to scientific expertise, the Program Manager must also bring in passion, humility, and critical thinking for the unique problems and the questions relevant to BIRAC's mission.
- Prepare and implement an effective communication and outreach strategy.
- To work and communicate with grantees and key stakeholders including members of Technical Advisory Groups, BIRAC, DBT and World Bank.
- Manage Devices and Diagnostic portfolio, Med Tech facilities, Scale-up facilities, COVID 19 portfolio of D&D, Translational Research Consortia old and new.
- Technology Transfer Offices, Scheduling SAG -D&D, and Project management Committee meetings & support BIRAC Technical group.

**Essential Qualifications :**

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- Ph.D. / equivalent in Life Science / Biological Sciences with broad and deep knowledge in project management in the areas of health care.
- 5-8 years of experience in academic, industry or similar position.

**Desirable**

- Experience in Project management, strong planning and analytical skills. Excellent interpersonal and negotiation skills.
- Experience in technology assessment
- Technical Proficiency in relevant areas like Vaccines, Biotherapeutics and Medical Devices are preferred.

**Age Limit** – 38 years for the position of Program Manager  
40 years for the position of Senior Program Manager as on the date of closing of applications.

**Experience:** 6 to 8 years for Program Manager and  
10 to 12 years for Sr. Program Manager