

Position: Senior Program officer - NBM**Position Code: SPO-03****No. of Position:** 01[One]**Scale of Pay:** The consolidated fee shall be fixed between Rs.75,000 to Rs.240,000/- per month depending on the experience and qualifications.**Job Description:** The Senior Program Officer (SPO) will serve in the Program Management Unit - National Biopharma Mission (NBM) program at BIRAC and should have expertise in product development, analytical characterization and manufacturing of biologics.**Key Responsibilities:**

- 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 National Biopharma Mission (NBM) 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 Scientific and Technical Advisory groups 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 Officer 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.

Essential Qualifications:

B.Tech / M.Sc in Life Sciences / Biotechnology / Pharma / Agri / Plant Sciences from a recognized institute.

Desirable Qualifications:

Ph.D in Life Sciences/Biotechnology/Pharma/Agri/Plant Sciences/M.Tech from a recognized institute.

Experience: Minimum 4 years**Age Limit:** 35 Years