

# Job Description



**Position:** Management Consultant

**Reports to:** Director

**Overview:** To account manage a number of pH clients, identifying and securing opportunities for real world data projects. To design bespoke solutions to deliver these projects and to maintain a strategic oversight of the projects throughout their lifecycle in order to ensure clients objectives are met and further needs are identified.

## **Primary responsibilities:**

1. Understand current the healthcare environment and the commercial objectives of our clients to identify and secure opportunities for real world data projects.
2. Take brief from clients ensuring a clear understanding of objectives, timelines and budgets and develop proposals in response to these.
3. Engage with key opinion leaders in the area to develop study frameworks that achieve client objectives.
4. Develop a robust study protocol and gain approval for this from the client.
5. Ensure smooth handover of projects at protocol approval stage to the project management team for operational delivery.
6. Maintain a client facing role throughout the delivery of a project and be accountable for ensuring that client objectives are met through to the final deliverable.
7. Help increase the profile of pH Associates, expand client contacts and identify future potential project opportunities.

**Additional responsibilities:**

1. Contribute to the continuing achievements and annual targets of pH.
2. Attend regular business development meetings and take an active role in the exploration of new opportunities for pH.
3. Attend regular internal team meetings to facilitate a collaborative approach to all projects.
4. Maintain thorough working records of all project activities.

**Personal specification:****Skills:**

- Experience of working in healthcare research in Pharma industry or Research organisation
- Knowledge of structure and function of the NHS and UK healthcare environment
- Knowledge of pharmaceutical industry; relating to product development, approval, marketing and continued lifecycle management
- Good basic clinical knowledge and experience across a range of specialties
- Proven track record of project management from conception through to delivery
- Minimum of 6 years relevant experience
- Graduate or relevant healthcare qualification
- Strong presentation skills
- Car owner with full driving license
- IT literate – working knowledge of Word, Excel and Powerpoint essential

**Qualities:**

- Independent, alert, eager self starter
- Problem solving
- Strong communication and relationship building skills (verbal and written)
- Persuasive, positive and assertive
- Active and mobile
- Good team worker
- Time management and project management skills