

Singapore Translational Cancer Consortium (STCC)

The Singapore Translational Cancer Consortium (STCC) aims to strengthen the overall impact of cancer research and translation in Singapore by bringing together key basic, clinical and translational teams on joint platforms to actively establish and implement collaborative cancer programmes. The consortium will be under the Ministry of Health Holdings (MOHH) Pte Ltd and anchored by the cancer research programmes and commercialization platforms of STCC's research partners (NCCS, NCIS, NUS, CSI and A*STAR).

Project manager (Molecular Diagnostic Platform)

Responsibilities:

- Take a lead role in managing STCC's use case cancer research program throughout the lifecycle of the project from clinical trial to molecular assay development
- Engage STCC's internal and external stakeholders to coordinate resources for successful project execution
- Development of detailed work plans, project plans, project documentation, reports and publications.
- Comprehensive project management including project scoping, scheduling, progress monitoring, milestone and timeline tracking.
- Work closely with STCC's clinicians, scientists and leads to ensure the technical feasibility and successful implementation of the project in accordance with the budget, timeline, scope, deliverables and objectives
- Review and identification of suitable cancer use cases in retrospective cancer clinical trial cohorts.
- Coordinate the storage of tissues and specimens, retrieval, analysis and profiling of samples
- Prepare and submit the study protocol and study-related documents for ethics application.
- Familiarity with the guidelines of Good Clinical Practice (GCP), Human Biomedical Research Act (HBRA) and Institutional Review Board (IRB).
- Support the operations and set-up of the research based molecular diagnostic platform in the development of new molecular diagnostic assays and novel biomarker identification

Job Requirements

- PhD Degree and/or postdoctoral fellowship in Biomedical Science, a background in clinical trials and cancer biology/oncology would be desired
- At least 5 years of working experience in healthcare or biomedical environment;
- Strong project management skills and able to work effectively in a cross-functional matrix
- Excellent communication (written and oral) and interpersonal skills
- Resourceful and able to work independently and in a team with minimal supervision
- Good analytical and effective problem solving skills
- Strong organisational/administrative skills and attention to details
- Self-starter, proactive and results oriented
- Excellent Microsoft office skills including powerpoint, excel, word etc.
- Willing, adaptable and flexible to take on required/ necessary tasks beyond the job description