

Project Manager

(m/w/d, 40 h/week)

About us

EB Research Institute GmbH is a non-profit biotech organization based in Salzburg, Austria, founded as a joint venture between DEBRA Austria and Salzburg University Hospital.

We are a translational R&D institute dedicated to developing innovative therapies for Epidermolysis bullosa (EB), a devastating rare genetic skin disease. By combining scientific excellence with a strong translational mindset, we turn research into therapeutic innovation with the ultimate goal of improving patients' lives.

Your Role & Mission

In this role, you will oversee the organization, timelines, and budgets of our translational R&D projects. You will act as the key link between our research teams, clinical partners and external collaborators—ensuring that scientific goals are met on time, within budget, and according to regulatory standards.

Key Responsibilities:

- **Project Oversight:** Plan, track, and manage R&D projects from initial concept through pre-clinical and translational stages (both internal projects and external collaborations).
- **Cross-Team Coordination:** Organize data exchange, schedule regular progress meetings, and ensure clear communication between scientists, clinical researchers, industrial partners, and institute management.
- **Budget & Financial Tracking:** Create project budgets, monitor expenses, track financial milestones, and report on resource allocation.
- **Project Organization & Tools:** Set up and maintain clear project schedules, action items, meeting minutes, and documentation structures.
- **Reporting:** Prepare clear project updates, risk analyses, and status reports for executive management and external project partners.

Skills required:

Essential

- **Education:** Degree (Master's or Ph.D.) in biological sciences or a related life-sciences discipline.
- **Experience:** At least 2 years of project management experience within the biotech or pharmaceutical sector.

- **Communication & Collaboration Skills:** Excellent organizational skills, high attention to detail, and a proactive, solution-oriented mindset. Demonstrated ability to facilitate smooth collaboration across multidisciplinary, international teams and build strong working relationships with scientific partners.
- **Financial Understanding:** Solid experience in budget planning, cost tracking, and managing project resources.
- **Language Skills:** Fluent in both English and German (written and spoken)

Preferred

- Proven track record in coordinating external and cross-cultural collaborations
- Willingness to travel occasionally between Salzburg & Vienna

Work Location & Flexibility

The primary office location can be flexibly chosen between **Salzburg** and **Vienna** (at the DEBRA Austria office). We offer flexible hybrid and remote work options.

Why Join Us?

- Contribute to the development of innovative therapies for Epidermolysis bullosa and make a meaningful impact on patients' lives.
- Work in a collaborative, agile and innovation-driven R&D environment.
- Enjoy opportunities for professional growth, scientific ownership and continuous learning.
- Competitive compensation and benefits package.

Employment Type: Full-time (40 h/week)

Salary: We offer a minimum monthly salary of € 4.000, -- gross for 40 hours per week, with a willingness to pay more depending on experience and qualifications.

Equal Opportunity statement: We are an equal opportunity employer and value diversity at our company. All submitted CVs pass through the same application process, regardless of gender, religion, colour, national origin, sexual orientation, race, age, disability, marital status, parental status, or any other non-merit factor.

More information: www.eb-ri.org; www.debra-austria.org

Contact: Dr Hana Cernecka

Please send your applications to: HR@eb-ri.org