

medPhoton GmbH – based in the heart of Salzburg, Austria – is a young, innovative and international operating company which focuses on the development of medical devices and software in the field of X-ray imaging, image processing and radiation therapy. Our company closely cooperates with industry partners, universities and clinics all around the world. This enables us to quickly and efficiently develop state of the art clinical products for patient use.

We are currently seeking to hire a

R&D Project Manager / R&D Project Management Assistance (f/m)

as a full-time/ part-time member of our team.

Tasks

- compilation, maintenance and execution of holistic development project plans based on development processes and development inputs to initiate and coordinate a structured design transfer for production and manufacturing
- compilation and maintenance of requirements and test plans and support in maintenance of the risk management files
- gathering of progress information and preparation of reports
- communication with key development (B2B-)partners
- permanent tight interaction with the departments of the company ranging from product and quality management to the technical departments (mechanical engineering, software engineering etc.)
- (partial) organization of and participation in including contribution to (technical) project reviews
- active participation in certain development and testing tasks (e.g. validation)
- initial focus on a large scale medical product development project; expansion to multiple development projects with increasing experience
- support in systems engineering tasks
- reporting to the CTO of the company
- support in project progress reporting to the executive board of the company
- continuous active support in optimization of development processes, project management and associated tools

Profile

- deep knowledge and professional experience in at least one of the following fields: electronics, software engineering, mechatronics, mechanical engineering, physics
- strong interest in and identification with quality management, structured medical product development processes and task scheduling
- professional demeanor towards international clients and partners of the company
- excellent written and spoken English and German
- flexibility regarding working hours due to international collaborations and time zone differences
- willingness to travel worldwide if required
- experience with project management and planning tools (e.g. MS Project or comparable)
- ideally professional experience in R&D project management of medical products and knowledge of relevant standards and regulations (e.g. ISO 13485, IEC 62304, MEDDEV etc.)

Offer

- minimum of 20 h/w position (full time preferred)
- opportunity to intensively support managing an executive large scale R&D project for series production in the medical field
- opportunity to support optimization and adaptation of R&D project processes of an innovative R&D company
- motivating working climate in our young and creative team
- extension to management of multiple projects and innovations over time with increasing experience and familiarization

About medPhoton employees:

- Work in one of the fastest growing, most innovative R&D driven start-ups in Austria
- Like to work creatively, independently and solve problems on their own
- Are motivated to work on innovative topics in multinational and interdisciplinary teams
- Are outcome-orientated, show passion and curiosity
- Appreciate having flexible working times

We are obliged to stipulate the minimum in job postings. The minimum salary on offer for this position is € 1.992,91 per month (14 times a year). However, we pay higher salaries depending on the specific qualifications. If we drew your interest, please apply by sending us a motivation letter and your CV to jobs@medphoton.at along with links to reference work / projects if possible.



[YouTube/medPhoton](#)

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