Position: **Senior Clinical Project Manager (3, Clinical Operations)**

Reports to: **Senior Director, Clinical Operations**

Location: **London, UK**

Specific Responsibilities:

- Project manage phase II / III EU or global clinical study (ies) to ensure studies are completed on time, within budget, and in compliance with SOPs, FDA regulations and ICH/GCP guidelines
- Selection, management and oversight of vendors including preparation of RFPs
- Identification, feasibility and selection of EU study sites
- Involvement in the development of specifications and user acceptance testing of key trial tools such as IXRS and eCRF
- Matrix management of field based EU CRAs working on the program
- Working closely with US colleagues to ensure information sharing and best practices are adopted
- Effectively interfacing locally and globally with other functional departments (regulatory, medical affairs, CMC, biometrics, QA) to facilitate timely execution of all study- related activities
- Other duties and assignments as required for the overall success of studies. Duties may change based on the current-status of clinical programs and company needs

Qualifications / Requirements:

- BSc/BA, RN, or equivalent with at least 7 years working in Clinical Operations of which 5+ years as a Clinical Project Manager in accordance with GCP, CRF, and ICH Guidelines
- Must have experience as a global project manager
- Must be hands on and used to a start-up/ small company environment
- Knowledge of GCP and ICH guidelines required
- EU study start-up experience essential
- Proficiency in the implementation, monitoring and management of clinical trials
- Able to work collegially within a team and carry out duties/responsibilities with general instruction
- Demonstrated track record in the oversight of all trial operational aspects including:
- budgets, timelines, resources, vendor selection and oversight of clinical team staff during study start-up, interim monitoring and closeout activities.
- Proficiency with MS Word, Excel, Outlook, Powerpoint and Microsoft Project

Preferred Experience, Special Skills, Knowledge:

- Excellent verbal and written communication skills
- Excellent organizational, record retention, time management, decision making, customer service, and interpersonal skills
- Good command of written and spoken English language
- Experience managing large clinical studies
- Ability to travel as required

About Aimmune Therapeutics, Inc.
Aimmune Therapeutics is a clinical-stage biopharmaceutical company founded to address the unmet medical need in food allergy, which currently has no approved treatments. Our mission is to improve the lives of people with food allergies, based on our proprietary desensitization treatments in development. Aimmune's lead investigational drug, AR101 for peanut allergy, is in Phase 3 clinical testing in North America and Europe. The company also plans to begin clinical testing of its investigational drugs for egg allergy and walnut allergy. Headquartered in Brisbane, California – the heart of San Francisco's biotechnology hub – Aimmune has additional offices in the Kings Cross area of London and in Raleigh, North Carolina.

Qualified candidates should forward a resume and cover letter, including a statement of interest, availability, and experience to Human Resources (careers@aimmune.com) with the job title in the subject line.

Aimmune Therapeutics is an Equal Opportunity Employer.
Principals only; no recruiters please.