



**Category:**

- Regulatory & Pharmaceutical Affairs
- Pharmacovigilance & Safety
- Consulting & General Services

**Pharmacovigilance Operations Leader  
Germany-Haan  
Permanent**

ProductLife Group is the European industry-leading specialist service provider for the Life Sciences industry, focused on delivering high quality professional services in the areas of Regulatory, Safety, Quality, Process alignment and Medical services. All ProductLife Group's services are targeting support for comprehensive compliance and safety throughout the product life cycle, therefore enabling continuity and productivity of product development and subsequent processes.

As a result of an increase in workload we are now seeking a Pharmacovigilance Operations Leader responsible for planning, organising and managing delivery services and human resources in order to deliver high quality services within time and budget and to obtain a long-term relationship with clients. To also be reference expert at PLG for the concerned domain of the practice and reinforce credibility of expertise towards clients.

**Primary Responsibilities**

- Contribute to current and future Pharmacovigilance and Medical Writing domain offerings in cooperation with Head of Safety and Medical Platforms
- Provision directly or by delegation of adequate subject matter support to enable sales and marketing functions to discharge their responsibilities
- Prepare, review and validate when delegated by Head of Safety and Medical Platforms proposals within his/her domain. For innovative service proposal, domain lead will refer to Head of Safety and Medical Platforms for validation.
- Personally, capable of delivering service to domain clients at a senior professional level
- Responsible for all projects/programs/engagements in her/his domain, including client contacts (if needed) in their department in order to meet and even exceed client expectations
- Act upon when issues are escalated
- Ensure that client feedback is collected and managed (including CAPA)
- Assume role of EU QPPV and / or Graduated Plan Officer (as required)
- Act as Local Safety Officer (as require)
- Day to day management of members of his/her team
- Planning of human resource requirements within the domain
- Liaise with other Platform Leads for resource planning and forecasting
- Management of individual staff performance with the support of Head of Safety
- Coaching and motivating team members ensuing the team have the right support and training needed
- Identification and development of tools to support and manage key performance are collected and reviewed with respect to pre-defined targets on a regular basis with the Head of Safety and Medical Platforms

- Annual staff performance reviews
- Develop process capability within her/his area of expertise
- Responsible for oversight of SOP/WPD support
- Identification of gaps or new areas that require SOP/WPD support
- Accountable for expenditures directly associated to dedicated tools, subscriptions, training and development

### **Candidate profile**

#### **Education and Experience**

- On-boarding induction will be provided by the current PV Managers in Haan, alongside Associate Director of Safety and Medical, Country Manager and HR team based in Belgium
- A minimum of 7 years' experience in PV, past line management experience is desirable (not essential).
- Experience in PV, Legislation and Operations
- Knowledge of Clinical Trials directive (CTD), GVP Modules in depth, local legislation and all PV documents (RMP, PSUR, PSME, signal detection)

#### **Key skills**

- Ability to mentor and coach staff
- Manage group resourcing and project allocation
- Ability to perform EU QPPV, graduated plan Officer roles would be an advantage not essential
- Ability to work in several different teams, departments and stakeholders within PLG Group
- Excellent communication, planning and organisational skills
- Fluent verbal and written English and German language skills for daily contacts with local and international partners

#### **Core competences**

- Ability to work well within a team
- Detailed oriented
- Line management skills

Full training will be provided, and we encourage our staff to attend external courses as appropriate and to join professional organisations.

There will be opportunities for advancement within the company or the wider group for motivated candidates, who have the ambition and potential for growth in our dynamic and international organisation.

#### **Benefits**

- Competitive salary package
- Training and development
- International and growing company
- Dynamic environment

Please email a Curriculum Vitae and cover letter to [recruitment@productlife-group.com](mailto:recruitment@productlife-group.com).