



Example of Manager, Medical Affairs Job Description

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Our innovative and growing company is hiring for a manager, medical affairs. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for manager, medical affairs

- Tracking project progress against planned timelines
 - Developing and leading a highly motivated and well-trained team with an objective and performance led culture and ensuring skilled staff and services in place to support execution of operational plan
 - Working with medical affair director to set up medical objectives, develop medical strategies and tactics, and make medical plans for corresponding disease area
 - Aligning with corresponding BAs on the medical objectives, strategies, tactics and plans
 - Developing HCP and medical related SOPs according to the requests of Dia Symphony
 - Working with medical affair director to develop the KOL medical and scientific collaboration plans in accordance with the medical strategies
 - Developing and maintaining a good working relationship with Global Medical and Scientific Affairs for better understanding of global medical strategy and pipeline information, and sharing of best practices
 - Medical representation in the review/management of existing Faltering Growth product portfolio and New Product Developments (NPD) projects to ensure clinical relevance is aligned with the commercial needs
 - You participate in the creation of an evidence plans for the various sub therapeutic areas Cerebral Palsy, Cardiac
 - You are responsible for KOL/stakeholder mapping together with the CBUs and R&D
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- Must be proficient in the use of Microsoft office suite, especially Word and PowerPoint
- Knowledge of the Pharmaceutical and/or Vaccine Industry
- 6+ years recognized experience and expertise in medical affairs and teamwork
- Medical qualifications desirable
- 3-5 years pharmaceutical industry experience (Medical Affairs/ Pharmacovigilance/ Clinical Research)
- 5-7 years' small animal private practice