

## Associate Project Manager

### About Signios Biosciences

Signios Biosciences (Signios Bio) is the US-based arm of MedGenome, a global leader in genetic testing services, genomics research, and drug discovery solutions. Signios Bio is a multiomics and bioinformatics company dedicated to revealing the intricate signals within biological data. We leverage the power of multiomics—integrating data from genomics, transcriptomics, proteomics, epigenomics, metabolomics, and microbiomics—to gain a comprehensive understanding of disease biology. Our AI-powered bioinformatics platform allows us to efficiently analyze these complex datasets, uncovering hidden patterns and accelerating the development of new therapies and diagnostics. Through the integration of cutting-edge multiomics technologies, advanced bioinformatics, and the expertise of world-class scientists, we enable researchers and clinicians with comprehensive, end-to-end solutions to improve drug discovery and development and advance precision medicine.

As part of MedGenome, we have access to real-world evidence (RWE) from global research networks across the US, Europe, Asia, Africa, Middle East, and Latin America. This access enables us to work with our partners to uncover insights that can lead to new biomarkers and drug targets, ensuring that precision medicine is inclusive and effective for all.

### About the role

We are seeking a motivated and results-driven Associate Project Manager to join our commercial organization. The ideal candidate will have a passion for science and technology, excellent communication skills, and a proven track record in technical project management, internal and external relationship management and scientific delivery.

### Key responsibilities of the role will include

#### Client Engagement:

- Act as the primary point of contact for clients, fostering strong relationships through effective communication and understanding of their needs.
- Conduct regular check-ins with clients to provide updates on project status, address concerns, and gather feedback.

#### Project Management:

- Oversee the end-to-end project lifecycle, from initiation to completion, ensuring all milestones are met within specified timelines.
- Collaborate with internal teams to coordinate resources, timelines, and deliverables to meet client expectations.
- Identify and mitigate project risks, proactively addressing any issues that may arise during the course of the project.

#### Customer Service and Support:

- Provide excellent customer service by promptly addressing client inquiries, concerns, and requests.
- Work closely with technical teams to ensure that client expectations align with project outcomes.
- Troubleshoot and resolve issues, escalating when necessary to meet client satisfaction.

#### Communication:

- Effectively communicate project updates, timelines, and deliverables to clients and internal stakeholders.
- Prepare and deliver reports on project progress, highlighting key achievements and addressing any challenges.

#### Quality Assurance:

- Ensure the delivery of high-quality omics services that meet or exceed client expectations.
- Collaborate with quality assurance teams to implement best practices and continuous improvement initiatives.

## Qualifications

- Bachelor's degree in a relevant field (e.g., Genetics, Molecular Biology, Project Management).
- Proven experience in a client-facing project management role, preferably within a genetics diagnostics or omics service environment.
- Strong organizational and time-management skills, with the ability to multitask and prioritize competing demands.
- Excellent interpersonal and communication skills, both written and verbal.
- Ability to work collaboratively in a cross-functional team environment.
- Familiarity with genetics diagnostics and omics technologies is a plus.

Please e-mail your CV to [angelica.lv@signiosbio.com](mailto:angelica.lv@signiosbio.com)

### Get in touch

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