

Project Management and Project Development

Schedule/Cost Controller

As a project administrator and schedule controller in our Project Management and Project Development unit you will be involved in the acquisition, planning, realization and control of projects in the GMP-regulated environment of the pharmaceutical and biotechnology industry.

Your duties will include in particular:

- Cost estimating and proposal preparation;
- Maintaining the customer and vendor;
- Acting as commercial interface to the Board of Management;
- Sourcing of equipment and subcon;
- Drafting contracts for works and services and service contracts, organizing project contracts;
- Vendor evaluation;
- Preparation of award negotiations;
- Receiving inspection of technical equipment and components, organization of material logistics within projects;
- Billing of materials and service;
- Securing efficient and effective project take offs and project planning including project structure and workflow planning, time scheduling, manpower assignment planning, project budgeting and cash flow planning;
- Monitoring and controlling project execution, performing project analyses and actual-vs.-target comparisons;
- Securing the accuracy of the economic project performance indicators and structured project close-outs, following up compliance with the acceptance/takeover criteria and ensuring the transfer of the lessons learned to the line organization.

Besides a Bachelor's degree in industrial engineering, civil engineering or architecture specializing in project management, time scheduling and cost control or a proven track record as a technician with a sound commercial knowledge, you will possess several years practical experience in the process plant engineering and contracting sector along with a sound background in the relevant engineering disciplines and, in particular, the commercial disciplines as well as accomplished computer skills.



You will be well versed in the common project management tools and methods and open to use our tried-and-tested project management model. Moreover, you will be proficient in the application of the methods of good engineering and project execution practice including the GMP quality standards. You will be able to present your profound technical and commercial knowledge in a structured manner and take a straight-forward approach to arrive at your work results.

Your personal strengths will include excellent analytical and problem-solving skills, creativity, commitment, assertiveness, goal orientation and you will be a strong team player. A perfect command of German and English as well as proficiency in MS-Office and MS-Project are taken for granted. You will be willing to travel, and field deployments - national and worldwide - will be both a challenge and an incentive to you.

You are interested in one of our job offerings?

Please send your complete set of application documents to the Human Resources Department of PROCESS.ING LifeSciences Group.

PROCESS.ING LifeSciences Group
Human Resources Department
Hanauer Landstr. 328-330
60314 Frankfurt am Main
info@processing-lifesciences.de