



R&D Project Manager (Remote)

We are currently hiring a full-time R&D Project Manager reporting to the Vice President of R&D for maruho medical (www.maruho-medical.com), an orthopedic medical device company based in Marietta, GA. This position is remote/home-based, preferably Central or Eastern time zone, and may require up to 15% travel to company headquarters.

The R&D Project Manager will drive successful R&D project execution cross-functionally within the project team and in coordination with external stakeholders. They will effectively lead, organize, and motivate the project team, and deliver progress reports to senior leadership. This is a high visibility role that will communicate frequently with all functions of the company to help move projects to completion and the business forward.

Primary Duties & Responsibilities:

- Manage multiple technical projects simultaneously with internal stakeholders from multiple areas of the business, including R&D, Marketing, Operations, Finance and Marketing.
- Develop project plans with clearly identified critical paths using appropriate project management tools, and develop executive summaries for communication to senior leadership
- Manage project team meetings, cross-functional communication and decision making, ensuring alignment with both internal and external stakeholders
- Provide regular project status updates to internal and external stakeholders
- Maintain relationships as the key point of contact and communication with external stakeholders on assigned projects
- Identify project risks and proactively develop mitigation plans
- Ensure proper procedures are followed and required documentation is maintained

Education & Experience:

- Bachelor's Degree (Engineering or Science preferred)
- 3+ years of R&D project management experience in medical device or biotechnology industry
- Certification in Project Management preferred
- Demonstrated success in managing multiple technical projects with stakeholders from multiple departments (R&D, Operations, Sales, Finance, Marketing, etc.)
- Strong attention to detail and excellent organizational and written/oral communication skills
- Expertise with project management tools, platforms, and techniques
- Self-starter with strong sense of urgency to meet timelines, and the ability to function well with ambiguity

3005 Chastain Meadows Pkwy, Ste. 300, Marietta, GA 30066, USA

888.404.3980 | www.maruho-medical.com



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Benefits

- Health insurance
- Paid time off
- Dental insurance
- 401(k)
- Vision insurance
- Life insurance
- 401(k) matching
- Flexible spending account

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