

Associate NPD Project Manager / NPD Project Manager Worthing, UK

Rayner is a leading developer and manufacturer of ophthalmic implants and pharmaceuticals; it specialises in intraocular lenses (IOLs) and related products used in cataract and refractive surgery. Since the development of the first IOL, Rayner has continuously pioneered IOL design with a goal to improve vision and restore sight worldwide. Today, Rayner's mission remains to deliver innovative and clinically superior ophthalmic solutions that respond to the expectations of our global customers to improve sight and quality of life for their patients.

Why work for Rayner?

Rayner is a unique place to work with its own special culture and people, who are all driven to provide the best visual outcomes for clinicians and patients. We are driven by science to improve performance and safety, and we commit ourselves to be a great partner and to be easy to do business with. Whilst our vision drives and guides what we do, it is our culture and the way we work as well as treat ourselves plus others that form the foundation of what we do. That's why at Rayner we strive to create a workplace where we live our values every day. We invite you to join us on our exciting journey!

Our Careers

Rayner is more than an IOL manufacturer. We have an entrepreneurial spirit that drives us to pursue our vision, supported by a dedicated team who share our beliefs – from research and development engineers to production, sales and support.

Being ambitious, focused, open, respectful and keeping our promises enable us to take on challenges that other businesses simply won't entertain, and it's those qualities we value and nurture in the people we work with. Rayner is also proud to be an equal opportunities employer.

Rayner has a broad portfolio of products across the patient pathway, including monofocal and premium Intraocular Lenses (IOLs), a full range of Ophthalmic Viscosurgical Devices (OVDs), a family of Ocular Surface Disease (OSD) solutions and RayPRO, our recently launched patient outcomes digital platform.

As the Associate NPD Project Manager you will be responsible for providing support to the Senior Project Manager in delivering Rayners' portfolio of new product development (NPD) and product enhancement projects on time, within budget and to agreed quality. You will also be accountable for managing other small projects within the organisation in line with business strategy.

Your key responsibilities will be:

- Work with the Senior NPD Project Manager to deliver NPD projects in accordance with established Design Control and Project Management procedures.
- Provide administrative support and undertake project tasks as required.
- Assist in the creation and maintenance of Design History Files including project plans, risk management, verification and validation, design transfer and other relevant documentation ensuring adherence to ISO13485, ISO11979, ISO14971 and other relevant standards and regulations.
- Develop strong working relationships with Regulatory Affairs, Quality, Production, IT, Commercial and Marketing teams, external partners, suppliers and consultants to help manage the successful launch of new products including design transfer to manufacture, market launch and post-market surveillance.
- Monitor project progress, following up with stakeholders on the completion or delay of project phases, schedule meetings, and maintain project documents and reports.
- Maintain and monitor project plans, project schedules, resource, budgets and expenditures.
- As required, chair productive and focussed project team meetings, ensuring distribution/management of actions and minutes
- Communicate project status and escalate major issues/risks on a regular basis to the Senior Project Manager, R&D Director, Project Steering Committees and Project Review Group as appropriate, ensuring objectives and progress are aligned to business needs.
- Assist in the implementation and maintenance of a simple, effective, companywide
- Project Management system with aim of ensuring efficient delivery of projects across the business to expected quality, cost and time objectives.
- Maintain a high standard of professional and technical knowledge by attending educational training/workshops; reviewing professional publications; establishing networks; participating in professional societies.
- Undertake other duties appropriate to the level and character of the work as may reasonably be required by the Company.

Experience:

Essential

- Degree (or equivalent) in Engineering or a relevant technical discipline
- Knowledge of main project management methodologies (e.g. Prince2, APMP, Agile etc)
- Proficient in the use of related tools (e.g. MS Office, PowerPoint, Project).
- Highly motivated, enthusiastic individual with a genuine passion for working collaboratively cross departmentally as well as in a project environment.
- Good communication and presentation skills; confident in front of project teams
- Good leadership skills with ability to build strong relationships
- At least 2 years' experience of working in a project environment

Desirable

- Experience of personally project managing at least one significant cross functional project from concept to delivery
- A working knowledge of medical device regulations and the medical device directive (e.g. ISO13485, ISO11979, FDA QSR 21, CFR 820)
- Foundation level qualification in Prince 2 and/or APMP
- Working experience in the development of medical devices

Please apply by sending an up-to-date CV & covering email to recruitment@rayner.com