

## UPMC Italy

is issuing a call for applications for the following position:

### **1 Project Manager (Ref. PM UPMC/20)**

UPMC (University of Pittsburgh Medical Center - <https://www.upmc.com/>) is a world-renowned healthcare and research enterprise headquartered in Pittsburgh, Pennsylvania, U.S., inventing new models of patient-centered, cost-effective, accountable care.

With facilities in Campania, Lazio, Sicily, and Tuscany, UPMC Italy (the Italian division of UPMC - <https://www.upmcitaly.it/en/>) is a leader in patient care, biomedical research, telemedicine, IT development and consulting services in areas related to medicine and research.

The Project Manager (PM) plays a key role in UPMC team/s overseeing operations of specific projects, with an initial focus on digital technologies applied to clinical practice (e.g., telemedicine service) and other development and investment initiatives of UPMC Italy.

Applicants for this position must have good organizational and motivational skills, excellent written and oral communication skills, ability to manage contracts, and a problem solving attitude. The selected candidate will work with the development team for each specific project – including colleagues of IT, Human Resources, Marketing, Communications, Legal, Grants, Quality, Purchasing, medical directors and external partners and consultants – and with national/international public officials and institutional representatives.

The PM will manage different and complex tasks (e.g., coordination of tenders or purchasing procedures, preparation of annual budgets and financial reports), including planning and managing the various project activities. He/she will also ensure a timely and complete reporting, providing solutions to new specific problems, supporting the decision-making process, achieving goals, and guaranteeing compliance with schedules.

#### **The ideal candidate possesses the following requisites:**

- Master's degree.
- Documented 3-year experience in a similar position in related sectors (e.g. healthcare, research, manufacturing, construction, IT services, professional services, consulting).

- Postgraduate training on topics related to the position.
- Experience in project management in an international organization, in Italy or abroad, and/or in the health sector.
- Excellent knowledge of MS Office tools (Word, Excel, PowerPoint).
- Good knowledge of the main project management IT tools.
- Excellent written and oral communication skills.
- Fluent in English (written and oral).
- Availability to travel abroad.
- Strong relational and organizational skills: ability to independently set priorities, flexibility, and work in a dynamic, multi-sectoral environment.

The contract offered will be commensurate with the experience and skills of the selected candidate.

The workplace is **Rome**.

UPMC Italy reserves its right of discretion to the fullest extent permitted by law in assessing applicants and the eligibility of their applications.

Only applicants not excluded under the provisions articulated in Legislative decree 165/2001, art. 53, para. 16-ter, and subsequent modifications and amendments (General Rules Governing the Work of Public Administrations), can participate in this selection.

After reading the privacy statement and authorizing the processing of their personal data (EU Regulation 2016/679), applicants of both sexes (Law 903/77) are requested to fill out the on-line application form available at <http://selezioni.upmcitaly.it/?lang=en>. When filling out the on-line application form, applicants will be requested to attach their CV in both Italian and English. Applicants are requested to attach a motivation letter. All communications from UPMC Italy will be e-mailed to the address stated by the applicant when submitting his/her application.

The deadline to submit the applications is **30 November 2020**.

Only applications submitted on-line (<http://selezioni.upmcitaly.it/?lang=en>) with an attached CV will be taken into consideration.

Under penalty of exclusion, at the request of UPMC Italy at any time during the selection process and within the mandatory deadline,

applicants must provide evidence of the requisites stated in their self-declaration. Should any preliminary verification show a discrepancy with any statement submitted by an applicant, the latter will be excluded from the selection process, and any negotiation permanently suspended.

Personal data included in the CVs will be processed by UPMC Italy in its role of data controller, for selections for this or other similar positions. Applicants are requested to not include sensitive data (e.g., on health status), unless strictly necessary. Detailed information also with reference to data storage times and rights recognized under EU Regulation 2016/679, are available in the privacy statement at <http://www.upmcitaly.it/en/> in the "Work With Us" section.