

CUTISS AG is a pioneering company in precision regenerative medicine, focused on transforming skin surgery. Our flagship product, denovoSkin, is a bio-engineered skin graft aimed at improving the quality of life for patients with severe skin injuries. We are also advancing VITICELL®, a cell therapy-based treatment for vitiligo and dyspigmented burn scars.

As we continue to scale and innovate, we are seeking a

Operational Program Manager (f/m/d, 60% - 100%)

to join our dynamic team. The Operational Program Manager will be responsible for coordinating and overseeing all program and project activities within CUTISS AG. This role involves regularly reporting to the executive team on the progress of ongoing initiatives, ensuring that all programs are executed smoothly, on time, and within budget

Your main duties

- **Programs Coordination:** Ensure that planning, execution, and closing of various projects, ensuring alignment with company goals.
- **Timeline Management:** Develop and manage project timelines, ensuring that milestones are met and deliverables are on schedule.
- **Resource Allocation:** Ensure the coordination of internal and external resources, ensuring optimal allocation to meet project demands.
- **Risk Management:** Identify potential risks and develop mitigation strategies to ensure project continuity.
- **Stakeholder Communication:** Act as the main point of contact for project internal stakeholders, providing regular updates and ensuring transparency.
- **Dependency Management:** Understand and manage project dependencies to prevent bottlenecks and delays.
- **Project and Program management Improvement:** Continuously evaluate and improve project management processes to enhance efficiency and effectiveness.

Required Experience and Skills

Master's or Bachelor's degree in a related field (e.g. Biology or Business etc.) is required, an advanced degree or certification in project management is a plus. You should have a minimum of three years of experience in project management within the biotech or MedTech industry.

- Must have a work permit in Switzerland or hold a CH/EU passport
- Strong organizational and multitasking abilities
- Excellent communication and interpersonal skills
- Proficiency in project management software and tools e.g. Microsoft Project
- Ability to work under pressure and meet tight deadlines
- Strong problem-solving skills and attention to detail
- Self-reliant in determining priorities
- Proficient in English, German is nice to have and any other languages are a considered a plus
- Willingness to travel Europe when required



Place of work

Grabenstrasse 11, 8952 Schlieren

We offer the unique chance to be part of a young and motivated project team with the vision to change the patients' quality of life. This interesting and challenging job will give you the opportunity to further develop your working skills in a biotech start-up environment and to get in touch with international partners and clinical trial centers. In summary you can expect:

- A high pace start-up environment
- Flexible working hours in arrangement with the Executive Team
- A young and dynamic team
- A collaborative and inclusive work environment.
- 26 days of holidays/year
- Day off on your birthday

Are you curious to find out more?

If you are interested in applying for this position, please send your complete application, which should include the following documents in **English**

- One-page motivation letter
- Curriculum vitae
- Copies of degrees and references

by using the following link:

Apply Online

For further information regarding the recruiting process, please contact our HR partner HC Solutions, Annika Danielsson or Yagmur Kutbay.

HC Solutions AG | Zollikerstrasse 153 | 8008 Zürich | 044 915 12 12 | www.hcsolutions.ch

For this position, only direct applications will be considered.