



Job opening for Research Manager

Applications are invited for the post of “Research Manager” at Dr. Reddy’s Institute of Life Sciences. The research manager will primarily support the execution and management of the multi-Institutional, **IndiaAlliance funded “Center for Rare Disease Diagnosis, Research and Training”**, in addition to general pre and post-funding assistance for all grants at DRILS.

Roles and responsibilities:

- Serve as a lead contact person for inter-Institutional communication with respect to the IA funded project
- Prepare technical and financial reports, documents and presentations
- Contribute extensively to outreach, and assist investigators with outreach activities, workshops and conferences
- Assist PIs in grant management, timely submission of documents to the respective agencies
- Assist with paperwork related to biosafety, animal ethics and other statutory committees
- Assist with facility management (Zebrafish facility for transgenics)
- Help establish a grant management office at DRILS
- Assist with identification and facilitation of new national/international collaborations
- Assist faculty with identification of grant opportunities, proposal development, networking and follow up

Qualifications:

Ph.D. in life sciences, with either scientific, administrative or management experience (2+ years). A candidate who is very organized, works well in a team and has good communication and presentation skills is preferred.

Start date: October 1, 2021

Compensation will be commensurate with relevant experience.

Interested candidates may apply by email with their CV and a one-page write-up outlining the strength of their candidature and envisioned career path, in this role.

Email to: hr@drils.org with the subject line “Research Manager”.