

Bioscript®

Account Manager

Do you have a proven track record in project/account management in medical communications? Would you like to gain more experience in a new environment? Could you offer more than your current role allows – new processes, new ways of working, new ideas? If so, we can offer you opportunities in a forward-thinking, friendly and dynamic agency.

Location: Macclesfield, Cheshire

Job type: Permanent, full-time or four days per week (30-37.5 hours per week)

Benefits: Competitive salary, profit-related bonus, pension, health insurance, 25 days' holiday and much more!

Company information

Bioscript Group agencies deliver global healthcare communications to a wide range of international pharmaceutical company clients across multiple therapy areas. Our agencies cover the full range of medical communications including publications, medical meetings and digital programmes. Also offering specialist health economic and regulatory writing services, the agency provides many opportunities for personal and professional development. Bioscript is independently owned and has grown steadily over the past 13 years, adding new clients and talented new staff every year; we are proud that clients we worked with in the beginning continue to work with us today.

The role

As an Account Manager, you will:

- Lead/support the smooth running of accounts to meet client and Bioscript Group objectives.
- Develop and maintain a critical path for every project.
- Manage logistical elements of projects including medical meetings.
- Prepare budgets and monitor financial status of each project ensuring margins are maintained and that early action is taken with clients where project specifications change.
- Support editorial teams in proactively driving projects through to completion.
- Develop strong relationships with internal team members, clients and other service providers.

Requirements

- Experience of client management in a medical communications agency with a demonstrable track record of high level client service expertise.
- Excellent interpersonal and communication skills (verbal and written) both externally and internally.
- Proven ability to provide project and account management for large clients, liaising effectively with editorial teams, successfully delivering projects on time and on budget.
- Budget development and financial management experience.
- The confidence to take responsibility for the direction, scope, and organisation of complex deliverables, and to be able to prioritise between multiple projects.

Interested?

Send your CV and a covering letter to careers@bioscriptgroup.com

All offers of employment are subject to candidates' ability to provide suitable documentary evidence of their right to work in the UK.