



A.D.A.M SA seeks to appoint a

Project Assistant

A.D.A.M SA (Applications of Detector and Accelerators to Medicine) is working on the R&D and production of accelerators for medical applications. It is a research company, inspired by CERN and a subsidiary of Advanced Oncotherapy plc. A.D.A.M. SA is head-quartered in Meyrin/Switzerland and its laboratories are based at CERN. A.D.A.M. SA is involved in a hadron cancer-therapy project to build the linear proton accelerator LIGHT (Linac for Image Guided Hadron Therapy). LIGHT's proton energies range from 70 MeV to 230 MeV and its beam properties are ideally suited for the effective treatment of cancerous tumors. We are aiming to provide a clinically superior and cost-effective alternative to conventional radiation therapy solution, ensuring that clinicians and patients have choices, and that proton therapy is available more widely. More information on A.D.A.M. SA can be found on www.adam-geneva.com and www.avoplc.com.

The successful candidate will be a member of the programme management office (PMO) and report to the Programme Director. Additionally, s/he will provide support to the Control System Group Leader and project manager to collect, plan and follow-up development activities of the LIGHT General Operations Environment including control, interlock and IT systems system for test facilities and final installations.

Main activities are to

- support the project execution including creating and maintaining project schedules.
- monitor and report on project progress through the implementation and tracking of structured project management and gate review process.
- support cross functional activities, look for improvement and integration opportunities.
- Monitor resource scheduling and work to address resource capacity constraints.

Requirements

- have a Bachelor degree in project management or equivalent
- minimum of 1 years of experience managing development efforts
- proficient in the use of project management tools
- excellent people management, interpersonal and communication skills
- spoken and written knowledge of English with the ability to draw up technical texts

Following additional skills might be advantageous

- experience gained in a commercial environment, ideally within software, medical or accelerator projects
- certification as project manager, i.e. PMI or PRINCE2
- understanding of the Software Development Lifecycle.

Information

For further information please contact Adrian.Fabich@avo-adam.com

ADAM S.A.

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ADVANCED ONCOTHERAPY PLC

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What we offer

- a competitive salary and contribution to healthcare costs
- 24 days holiday plus 2 weeks closure period over Christmas and New Year.
- a friendly, international working environment with experts in their field
- career progression through training, development and attendance at conferences
- the chance to be at the cutting-edge of proton therapy research

Applications

Interested candidates should submit

- a cover letter
- a curriculum vitae,
- degree certificates or equivalent in a relevant field
- at a minimum, the names of 2 referees, or two letters of recommendation, and/or employment
- any other relevant certificates

by email to the HR Administrator: sabrina.lagrimosa@avo-adam.com

For full consideration applications should be submitted by the **June 10th, 2018**.

The positions will remain open until filled.

All qualified individuals are encouraged to apply.

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