

## I. SUMMARY OF POSITION

**Title:** Pharmaceutical/Healthcare Market Research Engagement Manager

**Basic Function(s):** Responsible for designing, executing, analyzing, and reporting the results from qualitative and quantitative market research data.

## II. DUTIES AND RESPONSIBILITIES

Project execution:

- Execute primary market research projects (qual or quant) to the highest levels of excellence.
- Collaborate with the client to design and execute market research studies to meet their expectations and objectives (incl. providing advice on methodology/techniques).
- Develop high quality study materials and reports that meet the client's objectives.
- Ensure that field materials, collected data, and tabulations are accurate.
- Collaborate with/guide senior and junior team members on project execution.
- Monitor and proactively manage project scope (timelines, deliverables, budget).
- Help to build/maintain long-lasting client relationships through successful completion of projects.

Additional responsibilities:

- Develop qualitative and quantitative proposals in response to RFPs.
- Contribute to organizational initiatives.
- Mentor/train junior staff members.
- Some qualitative data collection.
- Perform other duties as assigned.

## III. SKILLS AND ABILITIES

- Adherence to organizational/quality standards.
- Attention to detail.
- Delegation/direction of tasks.
- Effective client management (internal and external).
- Ability to negotiate to reach mutually-acceptable solutions.
- Excellent communication skills, both written and verbal.
- Effective time management.
- Problem-solving abilities.
- Ability to train and mentor junior staff.
- Ability to work collaboratively with clients and staff in a courteous and professional manner to achieve project-related and organizational goals.
- Must be able to operate a vehicle and drive to client/(other office) locations as needed.
- The individual in this position must be able to constantly remain in a stationary position at a desk, while being able to constantly operate office machinery such as a computer, copy machine, etc.

## IV. QUALIFICATIONS

- Bachelor's degree required; Master's preferred.
- 3+ years market research industry experience required; 5+ Years preferred; Pharmaceutical/Healthcare market research experience preferred.
- Basic skills in multivariate statistical analyses, SPSS and Excel preferred.
- Willingness and ability to travel out-of-state/out-of-country preferred.

## V: ABOUT THE COMPANY

- BioVid Corporation ([www.biovid.com](http://www.biovid.com)) is a leading pharmaceutical and medical device global marketing research and strategy consulting firm based in Bristol, Pennsylvania.
- BioVid offers competitive salaries and generous benefits packages including paid holidays, sick and vacation days, medical and life insurance, and a 401 k plan.
- Do you have:
  - ✓ A high tolerance for uncertainty? Because things change fast in this industry.
  - ✓ Intellectual curiosity? Because you can never know enough.
  - ✓ Esprit de corp? Because we work together, collaboration is not an empty statement.
  - ✓ A sense of humor? Because we work in a high-pressure, high stress environment and we need to laugh!

- Do you:

- ✓ Love what you do?
- ✓ Enjoy working in teams?
- ✓ Push your limits?
- ✓ Focus on ethics and quality?

THEN WE WANT TO HEAR FROM YOU!