Program Manager

About Us

Vivo Surgical is a patient-focused, clinician-driven medical device developer and manufacturer. Headquartered in Singapore with offices in China and Thailand, we are pioneering a novel endoscopic surgical robot for complex endoluminal surgeries. ISO 13485 certified with international accreditations awarded such as the US FDA and European CE mark, our devices target the medical needs of the world through innovative applications of science & technology. These encompass such fields as in vivo surgical LED lighting, portable endoscopy and endoscopic robots, which are strategically co-developed with world-class international healthcare institutions and KOL collaborators. Join us as we build towards our vision of being Asia Pacific's leading medical device developer and manufacturer.

About The Role

We value the importance of having a robust engineering team that would serve as a key pillar for sustained commercial success. To that end, we are looking for a **Program Manager** to join us on this journey.

As Program Manager, you will be responsible for managing our pipeline's key products from the design and development phase all the way to manufacturing. Your role will involve working with different departments within Vivo Surgical as well as with our external partners such as contract manufacturers, product design houses and health systems.

Your responsibilities shall include the following:

- Providing technical and analytical inputs during the product development phase (ideation, conceptualization, design and testing).
- Managing projects within given constraints (scope, cost, risks, schedule) and providing updates to management.
- Liaising with clinical KOLs to gather feedback on the product concepts and designs.
- Working with the Regulatory Affairs team to develop the necessary documentation for obtaining regulatory approvals from US FDA, EU MDR, HSA and other health agencies.
- Planning and preparing the documentation for product verification and validation tests.
- Liaising with CROs and hospitals to plan and carry out clinical validation studies.
- Engaging with contract manufacturers for seamless pilot production and design transfer operations.

Your Qualifications & Experience

- Minimum Bachelor's degree in Engineering or Science.
- At least 3 years' experience of project management in the medical device industry or New Product Introduction (NPI).
- Possess a strategic mindset to organize and prioritize tasks for effective and timely delivery of project goals to meet the company's business objectives.
- Knowledge of project management techniques, tools and software will be a plus.
- Knowledge of medical device regulatory documentation requirements will be an advantage.

Contact

Please send your CV and cover letter to: hr@vivo-surgical.com. We look forward to receiving your application.

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