

## **Sr. Project Manager Job Description**

Colorado Therapeutics LLC is currently seeking a Sr. Project Manager to develop new products and indications. Colorado Therapeutics is a privately held medical device company based in Broomfield, Colorado that is developing xenogenic biologic tissue matrix products for a broad range of soft tissue applications. Colorado Therapeutics is leveraging innovative and proprietary tissue processing technology to produce a superior biologic product that combines the benefits of currently available biologic and synthetic products.

The ideal candidate will have previously worked as a design or process engineer and has excellent project management skills. This person will have strong interpersonal, organizational and communication skills. Enthusiasm, flexibility and team building skills are key to this position.

### **Responsibilities**

- Manage the design and development of new medical devices and develop improvements and modifications to current products from concept to design transfer.
- Collaborate with Manufacturing, Quality Control, Regulatory, Sales, R&D and other functional departments to define and develop product requirements and concepts.
- Perform required activities and generate the appropriate documents to ensure compliance with FDA Design Control and ISO regulations, and to support 510(k) submissions or IDE Clinical studies.
- Accurately capture and translate user needs and clinical requirements into design solutions that can be comprehensively validated.
- Facilitate development and execution of design verification and validation, and manufacturing process validations.
- Effectively resolves issues, challenges and project bottlenecks as they arise, collaborating with team members and executive management.
- Create technical reports, memos, engineering changes and design control documents.
- Demonstrate the ability to prioritize tasks and manage a varied workload, exhibit strong written and verbal communication skills and interface effectively with management and other functional groups.

### **Requirements**

- Bachelors Degree in Materials, Biomedical, Mechanical, Manufacturing or related engineering field, or equivalent experience
- Must have at least 5 years of experience in a technology-driven industry with at least 2 years of experience in a technical project management role. Medical device development experience highly preferred.
- Strong technical skills
- Comfortable working in a fast-paced startup environment
- Must be familiar with statistical and analytical test methods
- Must demonstrate sound judgment, be well organized, take initiative and be flexible
- Must demonstrate an ability to work effectively in a team setting

- Must be proficient using Microsoft Suite (Excel, Project, Word and PowerPoint). Experience using Solidworks or other CAD programs is preferred.

**Details**

- Reports to: President & CEO
- Location: Broomfield, CO
- Office hours: Monday through Friday from 8:00 AM – 4:30 PM
- Compensation: Title and compensation commensurate with experience level
- Benefits: Health insurance and 3 weeks paid time off; after 60-day evaluation period

Successful candidates must provide proof of eligibility to work in the United States of America and pass a Background Check and Drug Screen.

If you are an individual that can create strong relationships built on trust, listen well, share information, act in a team-oriented environment, act with integrity, and be culturally sensitive, then please send your resume and cover letter for consideration to: **admin@co-therapeutics.com**. Qualified candidates will be contacted for an interview.