



a WuXi AppTec company

As European representative of WuXi Biology, Crelux provides customized, early-stage drug discovery solutions. Our integrated services in protein production, structural biology, biophysics & screening, biochemical and cellular assays are all tailored to enable comprehensive drug discovery support.

At Crelux, we empower our clients to accelerate their research - helping them work faster, more efficiently, and focused on success. By integrating the comprehensive service portfolio of our parent company WuXi AppTec, we provide unique opportunities to streamline and advance discovery, from concept to candidate.

Crelux, a WuXi AppTec company | Am Haag 16 | 82166 Gräfelfing | Germany



Project Manager – Project Management

We are seeking a proactive **Project Manager** to take ownership of end-to-end project execution and keep our cross-functional teams aligned. In this role, you'll craft detailed project plans, monitor performance across departments, and ensure key milestones are delivered on time, within scope, and on budget. You'll serve as the central hub for project communications, maintain precise documentation, track financial forecasts, and drive project invoicing.

Responsibilities

- ✂ **Lead Complex & Portfolio Client Projects:** Take full ownership of dedicated client projects—focusing on integrated, complex, and new modality initiatives—from initiation through to final delivery.
- ✂ **Drive Planning & Scope Alignment:** Collaborate closely with department scientists and clients to build and finalize detailed project plans, proactively managing any changes to scope, timeline, or budget.
- ✂ **Serve as the Primary Client & Team Connector:** Act as the main point of contact for external clients and internal stakeholders, facilitating regular updates, video conferences, and multi-department alignment meetings.
- ✂ **Monitor Performance & Manage Risks:** Track project progress, FTE allocations, and financial forecasts to ensure on-time delivery; navigate non-standard processes and resolve project issues or conflicts creatively.
- ✂ **Ensure Seamless Documentation & Reporting:** Maintain complete, up-to-date project records and files, adhering to SOPs while delivering high-quality progress reports, data updates, and seamless handovers during planned absences.
- ✂ **Oversee Financial Milestones & Invoicing:** Coordinate with internal administration and client contacts to verify purchase orders, track milestone achievements, and trigger project invoicing on schedule.
- ✂ **Support Growth & Team Development:** Identify follow-up project opportunities to drive value, while occasionally mentoring or training Junior Project Managers on key processes.

Required Skills

- ✂ **Scientific Background & Experience:** Master's degree in a relevant scientific discipline with 3+ years of scientific project management experience, or a Ph.D. in a related field. Domain experience in **protein science, biochemistry, biophysics, structural biology, and cellular biology** is highly preferred.
- ✂ **Technical & Analytical Acumen:** Strong ability to grasp complex scientific concepts, interpret experimental data, and make informed technical decisions with minimal supervision.
- ✂ **Communication & Relationship Skills:** Fluency in English is required. Outstanding interpersonal skills to build trust, lead high-level scientific discussions with clients, and communicate positively under pressure.
- ✂ **Problem-Solving & Adaptability:** High resilience, accountability, and strong negotiation skills—able to navigate ambiguity, resolve conflict, and drive solutions in a fast-paced environment.
- ✂ **Organization & Software Proficiency:** Exceptional self-organization and risk analysis skills, with proficiency in MS Office and data reporting platforms.

Nice-to-Haves

- ✂ **Experience in client-facing environments and working within interdisciplinary teams across scientific, operational, and commercial functions is advantageous.**
- ✂ **Advanced Data & PM Tools:** Hands-on experience with project management software (e.g., Asana) and complex data analysis or scripting tools (e.g., KNIME).
- ✂ **Language Skills:** Professional proficiency or fluency in German.

We offer:

A contract (starting as soon as possible) with a competitive salary and the opportunity to work in a dynamic and innovative contract research environment. Access to eGYM Wellpass membership for personalized fitness and wellness plans.

Are you interested?

Please send your application containing a cover letter (stating your desired salary and earliest possible starting date) and a current CV to our human resources department: **crelux.careers@wuxiapptec.com**

Please also see our [Privacy Notice for Applicants](#)