

The **Davos Medical Campus** stands for **research, education and care – working together for better health**. The campus brings together the CK-CARE, Cardio-CARE and Davos BioSciences research institutes and the Hochgebirgsklinik Davos in a unique setting where translational medicine is practiced across disciplines.

CK-CARE, *Christine Kühne – Center for Allergy Research and Education*, is part of the Kühne Foundation's medical programs and conducts **research and education in the field of allergies**. Since mid-2017, the CK-CARE research network has been building one of the largest international atopic dermatitis and allergy registries (data and biobank). Renowned research teams are working together with cooperation partners across borders to remedy deficits in the diagnosis, treatment and rehabilitation of people with allergies, thereby making an important contribution to the long-term well-being of patients.

We are looking for a highly motivated person to expand CK-CARE's translational research activities within our CK-CARE facilities in Davos in the position of a

Project Coordinator with QM responsibility (80–100%)

Your profile – qualification and experience

- Degree in life sciences, medicine, or a related field (bachelor/master)
- At least 2 years of experience in project coordination or project support
- Proven ability to manage multiple tasks, priorities, and deadlines effectively
- Strong organizational skills with a structured and independent working style
- Familiar with Quality Management (QM) processes, ideally in a regulated environment
- Hands-on, proactive, and solution-oriented mindset
- Strong team player with excellent interpersonal and stakeholder management skills
- Adaptable, agile, and positive attitude
- Excellent written and verbal communication skills in German and English

Job description – in this role you will

- Coordinate research projects within the consortium and the Biobank, including applications, sample and data release, deadlines, and delivery of data to the central database
- Support ongoing projects and coordinate team members to ensure timelines and workflows remain on track
- Coordinate additional initiatives such as, e.g., the implementation of new questionnaires for the cohort studies
- Coordinate change and development projects related to internal applications
- Act as the central contact person for project-related coordination across all study centers
- Maintain and further develop the Quality Management (QM) system within the consortium
- Ensure continuous maintenance and improvement of the QM system for operating the biobank in accordance with the Swiss Biobanking Platform guidelines
- Plan and implement internal audits as well as audits in associated centers
- Support the biobank in achieving and maintaining ISO 20387 certification

Why join our team?

- Be part of a growing medical campus dedicated to front basic and translational research
- Work in an international, dynamic, and supportive team environment across multiple study centers
- Benefit from diverse opportunities for personal and professional development
- Enjoy a competitive salary and comprehensive social benefits
- Receive support with work permit and relocation procedures

Interested?

We look forward to receiving your application with a brief explanation why you are the ideal candidate for this position, your detailed curriculum vitae and the contact details of two to three references. Please submit your complete application as one single pdf file to info@ck-care.ch.

Questions regarding this position should be directed to Dr. Claudio Rhyner, CEO CK-CARE AG | phone: +41 81 410 13 00. Initial application deadline is March 8, 2026, but the call will remain open until the position is filled. Candidates will be contacted by us on a rolling basis. The successful candidate can begin immediately or upon mutual agreement.