



Profile

- Experienced project manager with international background
- Management of projects across sectors and cultures with extensive user interaction
- 12+ years of work in the healthcare sector in Denmark, France and England
- Projects within communication, project management, marketing, PR and sales
- Master Degree in international communication (French)
- Oral and written English & French at superior level + read and speak in German, Swedish & Norwegian

Education

- 1999:
Master Degree
Commercial
Language/
international
communication,
AU, Aarhus
- 1996:
Bachelor Degree
French
Commercial
Language,
SDU, Odense
- 1995:
**Commercial
Languages
Degree**
English & French,
SDU, Odense

Key skills

Professional

- Project management
- Communication
- Decision making
- Coordination
- Problem solving

Personal

- Motivation
- Teamwork
- Flexibility
- Initiative
- Logical thinking

Contact

Helle Lyngborg,
SDU RIO,
University of
Southern
Denmark
M: +45 31 45 06 70
E: hely@sdu.dk

Work experience

2019-: Project Manager, SDU RIO (Odense)

- Overall responsibility for management of projects post-award
- Experience with participation rules, grant preparation and proposal management of EU Horizon 2020 large complex collaborative projects
- Responsible for (NAT) project management of EU H2020 Research and Innovation project ERGO (Human Health related to Endocrine Disrupting Chemicals) and the related EURION cluster
- Responsible for (SUND) project management of EU H2020 Research and Innovation project ESCAPE (E-health Integrated Care Platform)
- Experience with multi-cultural project management and conflict resolution
- Project progress monitoring
- Preparation and processing of technical and financial reports
- Daily communication with international project partners and EU project officers
- Organisation of conferences/workshops/project meetings/teleconferences
- Close collaboration with the local organisation at SDU

2018: Consultancy – languages/communication/translation (Odense)

- Startup of freelance business
- Development, editing and setup of websites
- Interpretation French>Danish & English>Danish,
- Pharmaceutical translation French>Danish & English>Danish

2017: Education and Networking Coordinator, Danish Diabetes Academy

- Planning, executing and evaluating network programme
- Supporting PhD & postdoc educational activities
- Management of website
- Activities on social media

2013-16: Academic Administrative Officer, SDU (Odense)

- Administrative management of the project DREAM at SDU, Odense
- Study administration, study board and exam coordination
- Handling university administrative tasks and processes, including digital
- Planning of events and coordination of tasks

2006-2012: Project manager, Orifarm Generics (Odense)

- Development of project on Readability testing
- Recruitment for and conduction of focus interviews
- Regulatory tasks e.g. standard procedures, variation applications
- Managing national phases after the procedure endings
- Pharmacovigilance & Monitoring of legislation & guidelines in regulatory issues

2004-2006: Communication Manager, Multiple Sclerosis International Federation (London)

- Development of communication strategy and design manual
- Responsible for publications
- Management of scientific material (publications, reprints etc.)
- Responsible social media, text for social media & content manager on intranet
- Development of website (in English, German, French, Spanish & Danish)

1999-2004: Marketing & Public Relations Officer, Biogen (CPH & Paris)

- Support for the development of integrated marketing communication programs
- Handling of marketing budget (5 mill. €/year)
- Press conferences, speakers' & media training, press releases & press contacts
- Development of patient advocacy programme (all Biogen markets ex. US)
- Creation of media reports