

PHUSE Education - New Starters Session

Job Skills and Communication

15th November 2021

Lucie Bowden

lucie.bowden@phastar.com





Agenda



- People Management
- Project Management
- **Communication**
- Programming
- Other skills



People Management



Mentoring new staff
Managing a project team
Line management

- Demonstrating trust
- Providing feedback
- Motivating others
- Distributing work



Next steps for a programming lead:
Know your team members

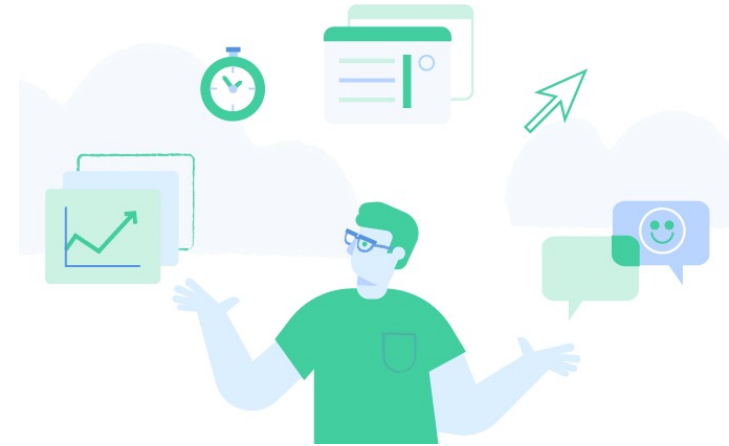


Project Management



Individual contribution to a project
Managing a study
Managing a department

- Time management
- Organisation
- Decision making
- Documentation



Next steps as a programming lead:
Awareness of budgeted hours



Communication



Aside from programming skills, communication is valued as one of the top skills to have as a statistical programmer.

Audience:

- Colleagues
- Managers
- Clients

Method:

- Verbal
- Written



Programming



Proficiency with programming languages is vital to do the job.

SAS is the main language used in pharmaceutical programming.

Experience:

- SAS
- Proc SQL
- SAS macros
- Perl regular expressions



Other skills



- Patience
- Accountability
- Work under pressure
- Reading and digesting large text documents
- Proactiveness
- Accept criticism
- Handle conflict
- Flexibility
- Attention to detail
- Problem solving



Any Questions?

