

# Clinical Research Assistant Cover Letter

2332 Toby NeckMarquardtfort, WV 84375-9709

**Dear Alexis Pfeffer,**

I would like to submit my application for the clinical research assistant opening. Please accept this letter and the attached resume.

Previously, I was responsible for instruction and advice to faculty and research staff on the regulations and on preparation of IRB applications.

Please consider my qualifications and experience:

- Comply with the Occupational Safety and Health Act (OSHA), Air Force Occupational Safety and Health Program, and the Air Force Occupational Safety and Health (AFOSH) standards
- Knowledge and understanding of the Institutional Review Board (IRB)
- Knowledge of record keeping practices specific to a scientific lab and human subject confidentiality and of medical terminology to include but not limited to audiology
- Posses excellent organizational, writing and verbal skills
- Able to work non-traditional hours in order to recruit and interview families at their convenience (evenings, weekends)
- Interested in public health, health policy, or related field
- Awareness of cultural competency
- Recognizes limitations and asks for help when not sure

**Thank you for taking your time to review my application.**

Sincerely,

Drew Bins