

Clinical Trial Associate Cover Letter

32882 Conroy Road
Joshhaven, SD 46943

Dear Finley Nicolas,

I am excited to be applying for the position of clinical trial associate. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for technical oversight of the compilation, review and release of applications for clinical trials in compliance with regulatory requirements as well as internal guidelines.

My experience is an excellent fit for the list of requirements in this job:

- Significant experience in the pharmaceutical industry in global regulatory or an associated area
- Ideally experience in global clinical trial regulatory affairs with knowledge of GxP
- Lean six sigma or operational excellence experience preferred
- Create and maintain the Trial Master File and electronic workspace (Sharepoint) for each study and the program
- BA/BS or in nursing, life or health sciences is preferred
- Industry or relevant experience in lieu of education is considered
- Demonstrate proactivity and initiative, including reliably delivering on assignments and demonstrating a willingness to receive feedback and course correct
- Extensive knowledge and experience with safety reporting and regulatory compliance, and experience of international safety reporting regulations through-out product life cycle (investigational and post-marketing) is preferred

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,