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# Example of Clinical Research Assistant Job Description

Our innovative and growing company is looking for a clinical research assistant. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for clinical research assistant

* Screen, consent and enroll patients in ED research studies
* Working with research nurses, manage research databases for industry sponsored and investigator initiated studies
* Coordinate pick up/transport of research samples
* Assist research nurses with progress reports for industry sponsored clinical trials
* Manage IRB accounts for multiple studies
* Consults with and assists staff in own and other labs in conducting research projects
* Performs data entry and manages study database as directed and performs other administrative duties related to the study as assigned
* Record readings in Excel while Pathologist reviews slides
* Pull approximately 5000 samples from freezer and record data
* Problem solve location of slides in multiple freezers

## Qualifications for clinical research assistant

* Capable of interacting pleasantly and positively with others
* Possess knowledge of position requirements
* Skill in working with clinical and/or psychiatric research procedures
* Knowledge of best practices in field familiarity with relevant federal, state and other regulatory requirements
* Undergraduate research experience, preferably with human participants (not just lab setting)
* MUST be articulate and have clear/concise communication skills