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# Example of Manager, Clinical Data Management Job Description

Our company is growing rapidly and is looking to fill the role of manager, clinical data management. 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 manager, clinical data management

* Oversee Data Management vendors – review and approve all DM documentation
* Manage Data Management function
* Ensures data management processes are efficient and result in high quality output
* Ensures data management processes follow SOPs and meet regulatory guidelines
* Ensures data management staff provides excellent customer service both internally and externally
* Responsible for ensuring deliverables on time and on budget for all data management projects
* Project technical oversight of Data Management tasks for all programs
* Create internal data quality checks in support of Data Management activities utilizing SAS and other clinical database programs
* Clinical Study Data Management Execution
* Manage a team of professional Data Management staff

## Qualifications for manager, clinical data management

* Able to communicate information and ideas so others will understand
* At least 1 year of related experience in clinical research
* Collaborate with cross-functional individuals from Clinical Operations, Clinical Development, Medical Affairs, Regulatory, Project Management, and CMC in support of project deliverables and regulatory needs
* Review data transfers for consistency with available specifications, SDTM specifications, annotated CRFs
* Contributes to development of outsourcing strategies and relationships with outsourcing partners or CROs
* Minimum of BS preferably in Health Sciences, Statistics, MIS or Computer Science