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# Example of Senior Professional Research Assistant Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of senior professional 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 senior professional research assistant

* Provide assistance with study, project, program and instrument design, data tracking systems and databases, data coordination, cleaning and analysis, reporting, program evaluation, data files preparation, and manuscripts on a variety of health outcomes-related projects using primary and secondary datasets
* To develop and assist current research projects being performed by investigators within the laboratory as required
* To work with students and other researchers to support current and future laboratory needs
* Common to both international and local studies
* Lead study coordinator and Supervisor on activities with international and domestic collaborators
* Responsible for IRB submissions and communications with the IRB in Denver
* Develop and review informed consents
* Oversight of all projects and guidance to the Administrative Assistant
* Review all study documents including protocols, SOP's and questionnaires
* Liaise between study teams in international countries and in Denver

## Qualifications for senior professional research assistant

* MS in biological sciences or physical sciences
* Willingness to work with and handle animals and animal tissue, human tissue
* Master’s degree in nursing, or BSN in combination with master’s degree in public health, psychology or related field
* Master’s Degree in Psychology, Social Work, Communications, Public Health or a related discipline
* Develop periodic reports, of subject recruitment and data completeness
* To analyze statistical data using basic statistical programs