Example of Clinical Affairs Job Description



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Our company is looking for a clinical affairs. 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 affairs

- Development of training material, show cases in collaboration with external experts, dentists, labs if applicable
- Drafting target group specific training content basing on relevant available information, claims, DFU, scientific literature
- Proper documentation of campaigns, T&E activities, and contribution to required reports
- Collaboration with external speakers, KOL
- Capturing Voice of Customer
- Customer support upon request (Technical Advise)
- Evaluation of technical/clinical complaints upon request
- Support of 3rd level helpdesk (global) upon request
- Compliance with company policy and procedures
- Complaint reporting in accordance to complaint handling process

Qualifications for clinical affairs

- Active support of product development, core project member, and handlingstests (upon request by R&D/ Marketing)
- Experience conducting approval and surveillance studies in support of PMA and 510(k) is preferred
- Solid understanding of scientific/clinical research is essential
- Advanced user of Microsoft Office applications such as MS Word, Excel,

- Must have experience in the clinical development of Class II or Class III
 medical devices from feasibility through commercialization in the US Working
 knowledge of statistical methodology and application of statistics in scientific
 and medical /clinical research
- Effective presentation skills are necessary