



Example of Data Reviewer Job Description

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Our company is growing rapidly and is looking to fill the role of data reviewer. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for data reviewer

- Reviews and in some instances performs routine data backups of data systems
- Periodically audits system audit trails against paper records, usage logs
- Reviews system policies and user access controls against paper records
- Assist in perform Quality Assurance audits of laboratory and manufacturing areas to ensure cGMP compliance
- Assist in the investigation and review of deviation reports and reports to assure complete compliant source data
- Assist in training and mentoring a variety of personnel on the use of electronic data systems
- Maintain a professional demeanor and adapt well in high stress environments
- Responsible for verifying all laboratory testing was conducted in accordance with SOPs cGMPs and GLPs
- Review of laboratory notebooks and other source data
- Understands how data related issues can impact analysis and reporting and applies the escalation path appropriately

Qualifications for data reviewer

- Bachelor's degree (BS) in the Life Sciences (e.g., Chemistry, Biochemistry, or closely related field), Pharmacy or Information Technology or Data Systems from an accredited four-year college or university
- 2 or more years of demonstrated excellence in a quality field within regulated

- Ability to maintain confidentiality of certain information
- Evaluate on an ongoing basis relevant reports with regard to performance of the data collection, cleaning and review process and interact with Study Data Manager/Project Data Manager to take appropriate action within Data Review & Operations, Clinical Data Management, external partners and other roles within the Global Clinical Team or Study Team
- Review relevant quality parameters