



# Example of Medical Editor Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

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

## Responsibilities for medical editor

- Manages the implementation of the CPP in a Good Publication Practice (GPP3) compliant manner
- Develop, write, edit, review and submit high quality, accurate, and clinically meaningful deliverables such as abstracts, posters, oral presentations, slides, manuscripts, protocol development, pharmacoepidemiology studies, customer-collaborative health outcomes studies, post-marketing surveillance, REMS assessment, health policy, responses to queries from regulatory agencies regarding the safety of products, and clinical trial publications
- Works with cross-functional teams, including the Medical Information and Health Policy departments
- Has attention to detail, fact checks, analyzes and interprets scientific and clinical data and prepares drafts of certain key deliverables
- Tracks the publication plan timelines and budget
- Serving as medical editor and reviewer, works with internal and external/alliance authors on publications
- Present findings to internal and external audiences through publications and other written documents, presentations
- Oversees consultants, vendors and medical communications company personnel to manage writing assignments in accordance with GPP3 compliant process and set timelines
- 5-10 years of experience in medical editing and writing for the pharmaceutical industry
- Minimum of a Bachelors of Science in a medical/scientific field (advanced

## Qualifications for medical editor

- Candidates should have a bachelor's degree in a biological science and direct experience working in clinical drug development
- Active pharmacist license (any state)
- Clinical practice and/or drug information residency
- Excellent medical literature retrieval and evaluation skills
- Ability to quickly learn and understand new clinical information
- Good clinical judgment, critical thinking, and decision-making skills