



Example of Medical Information Specialist Job Description

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Our innovative and growing company is looking for a medical information specialist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for medical information specialist

- Develop and deliver product training to customers on software applications and/or equipment
- Other responsibilities may be added based on the Medical Affairs needs
- Collaborates with Medical Staff and Clinical Documentation Specialists to ensure that documentation in health record supports services provided-to accurately and compliantly assign codes
- Complete product and therapy area training
- To develop high quality medical info service
- To provide high quality, accurate and balanced responses to medical, pharmaceutical and technical enquiries from all Sandoz customers (internal/external) on products across Sandoz portfolio
- Develop key relationships w/global MI service and support medical team in global roll out of new systems
- Establish and maintain excellent professional relationships with the key opinion leaders, medical and pharmaceutical professionals with the objective of promoting sales
- Work closely with respective marketing colleagues and Sales Manager to plan and organize CME meetings, symposiums and other promotional activities in order to generate product awareness, interests and detailing opportunities of targeted customers
- Support actively in new product enlisting and launching activities

- Anticipate and provide responses for launches/labelling updates, recalls, supply disruptions
- Create and manage country level content management (FAQs,) as required
- A nursing degree, RN is preferred
- RN degree or diploma, active Registered Nursing license with appropriate work experience
- Language skills- English is mandatory, fluent in Spanish or French desired
- Contributes to departmental efforts to develop, implement or further improve processes and operations