



Example of Research Assoc Job Description

Powered by www.VelvetJobs.com

Our growing company is looking to fill the role of research assoc. 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 research assoc

- Computer proficiency (Microsoft Word, Access, Excel, Power Point)
 - Ability to work and communicate with a multidisciplinary team of physicians, scientists, nurses and medical assistants in an outpatient clinical setting
 - Prior direct patient contact experience in an inpatient or outpatient health care setting
 - Prior experience working and interacting with patients in a clinical research setting and/or prior research study recruitment experience
 - Trained in phlebotomy/venipuncture
 - Laboratory experience including centrifuge use, sample preparation, packaging and shipping
 - Experience in entering electronic case report forms using MIDAS or other data entry platform
 - Coordinates the activities of enrolling center staff at member institutions and core laboratories as they relate to clinical/study responsibilities including training, data collection, operations, and communication with travel to institutions as necessary
 - Ensures compliance with applicable regulatory requirements and IRB standards
 - Develops and writes operational procedures for data quality control and data form construction with specific attention to clinical variables and continuity including internal study-specific work instructions
-

- Knowledge of cGMP manufacturing and familiarity with engineering concepts
- Ability to establish and maintain accurate documentation under appropriate guidelines
- Assists with development of recruitment strategies, information and database systems, training invoicing, forms, reporting and study tracking (timeline systems) per contractual requirements
- Booking transportation
- Maintaining and genotyping mouse colonies
- Minimum one (1) year of experience in of the technical areas required - Professional certification (e.g., RN, RHIT, RD,) may substitute for two (2) years of experience