

Clinical Research Assistant/Supervisor

ROBERT SMITH

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Objective

To obtain a clinical research position where my diverse skills and experience in site monitoring and project management will be used to support clinical trials and the drug development process.

Skills

Proficient With Microsoft Office Programs, Word, Outlook, Powerpoint, Excel, And Access.

Work Experience

Clinical Research Assistant/Supervisor

ABC Corporation - January 2010 - March 2011

- Receive track and inventory documents for central files.
- Ensure that documents required by team members are accessible.
- Obtain any missing/incomplete data from investigators in conjunction with CRAs.
- Ensure accuracy of coded documents for central files, perform document scanning when applicable.
- Produce reliable up to date reports of patient/study status through maintaining CTMS or client equivalent to ensure that clinical data input is up to date, accurate and complete.
- Ensure the complete documentation and timely arrival of clinical supplies and study drugs for site visits, in conjunction with CRAs.
- Manage time, expenses and visit frequency per study guidelines.

Clinical Research Assistant

ABC Corporation - 2009 - 2010

- Clinical Research Assistant for a case-control stem cell study in schizophrenia.
- Study aims to show differences between neuronal-like cells of patients with schizophrenia and controls.
- Provide data analysis and serve as co-author of pending article for publication.
- Conducted thorough literature searches which refined the manuscript written for publication of this study.
- Analyzed and re-analyzed the data for accuracy.
- Skills Used Trained and used ImageJ, an image processing program used for scientific images.
- Trained other research assistants in its use..

Education

Bachelor in Business Administration - (Lagos State University)