

# Allan Gutierrez

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## **OVERVIEW**

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- A skilled research professional with a solid foundation in the principles upon which clinical trials are based. Topics include: drug development process, data analysis, Case Report Form design, investigator selection, IRBs/informed consent, trial design & protocol, site and study management, monitoring, regulatory issues, GCPs (ICH and FDA) and device development.

## **EDUCATION**

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### **LifeCollaborative – Carlsbad, California**

- Life Science Industry Professional Certificate Program Adv Project Management (2015 - present)

### **UC San Diego Extension – La Jolla, California**

- Specialized Certificate in Clinical Trials Administration (2014)

### **University of California, San Diego (UCSD) – La Jolla, California**

- Bachelor of Science - Biochemistry and Cell Biology (2000)
- Minors in Teaching Education Program (T.E.P), Music History and Theatre

## **ADDITIONAL SKILLS**

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- Wet lab and bench scientist experience
- Microsoft Outlook, Word, Excel and Power Point (2013/2010/2007/2003/XP)
- Mac O.S., launch & access programs, use the finder, manage desktop, create & manage files
- Works well independently and follows orders under minimal supervision
- Team oriented and works well effectively with a diverse team
- Great interpersonal skills, motivated, passionate and detailed-oriented
- Outstanding oral and written communication skills
- Ability to multi-task, problem-solving skills and results driven

## **EXPERIENCE AND SKILLS**

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### **Clinical Trial Intern – Agility Clinical – Carlsbad, CA (6/2015 – Present)**

- Performed data entry for paper-CRF studies, completed quality control of data entry, monitor timelines and ensures that clinical data management deadlines are met with quality.
- Review and query clinical trial data per data management plan. Make certain adherence to data management standards
- Communicate with study sponsors and project teams as needed regarding data, database or relevant project issues.
- Serves as a member of Clinical Study Teams, fulfilled my duty in accordance with Agility Clinical SOPs, Good Document Practices and Good Clinical Practices
- Followed applicable regulations like the FDA, ICH and Agility Clinical policies and procedures.

### **UC San Diego Specialized Certificate in Clinical Trials Administration (11/2013 – 12/2014)**

- Five Day Intensive Workshop
- Setting Up a New Clinical Study
- Nuts and Bolts of Monitoring Clinical Trials
- Working With Clinical Research Organizations
- Clinical Trials Follow-On Workshop – The Final Session

**Assistant Administrator** – Westat Research Corp. – Rockville, MD (4/2010 – 8/2012)

- Worked with Assessment Coordinator in an effort to help students understand the standardized test and enable them to achieve exceptional performance.
- Duties include sampling of schools and students, working with local authorities to secure school cooperation, and administration of in-school assessments on academic subjects.
- Other duties include answering student questions, monitoring student sessions, and reading directions to students.

**Research Assistant** – San Diego State University Research Foundation (4/2008 – 8/2009)

- In the Project Sunwise Study is a sun safety intervention study developed specifically for postal carriers. Project Sunwise Study was to better understand the factors that influence postal carrier decisions to protect their skin from the sun.
- Activities included recruitment of postal carriers into study, conducted evaluations at postal stations, administered surveys to postal carriers, implemented educational programs at participating post offices, obtained Chroma meter readings of postal carriers, and observed the postal carrier use of sun protective clothing.

**Research Assistant** – San Diego State University Research Foundation (7/2005 – 8/2007)

- Point of Purchase Project study is a health study directed at understanding sunscreen purchase pattern of consumers at local drugstores.
- Conducted consumer interviews at selected local drugstores, managed consumer surveys, and educated consumers about sunscreen use and skin cancer prevention.

**Laboratory Research Assistant** – UCSD Basic Science Building – La Jolla, CA (3/2003 – 3/2005)

- Assisted postdoctoral associate with research towards understanding the role of Ca<sup>2+</sup>/Calmodulin-dependent protein kinase (CaMKII) in the heart.
- Under minimal supervision with a postdoctoral associate, performed molecular biology procedures which include small and large scale preparation of DNA, DNA isolation, ligation, gene clean, and PCR.
- Helped with Protein Analysis (Western Blots, Luciferase Assay, Bradford Assay)
- Upkeep of cell cultures, CaMKII assay, transfection using Ca<sup>2+</sup> + PO<sub>4</sub> and maintenance of cardiac myocyte cells.

**Laboratory Assistant** – Salk Institute – North Torrey Pines Rd (4/2001 – 10/2002)

- Prepared buffers, solutions, media and mini preps.
- Collaborated with the principal investigator to make Mega Preps, transformation, restriction mapping, Hiko preps and labeling DNA probes.

**Student Lab Assistant** – University of California, San Diego – La Jolla, CA (1/1998 – 9/2000)

- Worked with a diverse team and learned about Elisa assays, Radio-immuno assays, Lowry assays, thin layer chromatography, and protein purification.
- Other biochemical techniques were acquired like nucleic acid purification and gel electrophoresis with the help of Postdoctoral research assistants.

**ACTIVITIES AND HONORS**

- Japan Karate-Do Organization (black belt in Shito-Ryu)
- San Diego Festival of Science and Engineering

