1. Collected, evaluated and modeled collected data.
2. Followed informed consent processes and maintained records.
3. Maintained compliance with protocols covering patient care and clinical trial operations.
4. Coordinated clinical trials focused on disorders such as [Name] and [Name].
5. Gathered, processed and shipped lab specimens.
6. Worked with principal investigator and sponsors to facilitate daily trial activities and comply with research protocols.
7. Participated in initiation visits and investigator meetings, implementing trials in accordance with study timelines and budgets.
8. Screened patient records, databases and physician referrals to identify prospective candidates for research studies.
9. Monitored unit budget to meet financial objectives for spend rate and funding.
10. Collected data and followed research protocols, operations manuals and case report form requirements.
11. Assisted with research protocol development.
12. Educated patients regarding all facets of clinical study participation.
13. Saved $[amount] by implementing cost-saving initiatives that addressed long-standing problems.
14. Managed updates and input for patient information database.
15. Demonstrated advanced knowledge of federal regulatory compliance guidelines.
16. Completed [task] to ensure compliance with relevant [type] regulations.
17. Proved successful working within tight deadlines and fast-paced atmosphere.
18. Used coordination and planning skills to achieve results according to schedule.
19. Conducted research, gathered information from multiple sources and presented results.
20. Served customers in a friendly, efficient manner following outlined steps of service.