MedQIA provides cutting-edge image analysis services in clinical trials for pharmaceutical, biotech, and medical device companies. We are an imaging Contract Research Organization (CRO) specializing in Quantitative Image Analysis and manage all imaging aspects of the clinical trial from planning to completion. We are a highly innovative company with offices in West Los Angeles and the San Francisco N. Bay Area. Our ability to develop and validate novel imaging biomarkers for use in global clinical trials, and our organizational structure consisting of a Clinical Operations team paired with clinicians and scientists in imaging physics, Computer Vision, Biostatistics, Oncology, and Radiology make us a leader in imaging biomarker science.

We are looking for experienced Clinical Research Professionals to provide clinical trial support to our Clinical Operations team, this is a part-time independent contract remote position, and we desire a candidate that is local to Australia, to assist with projects designated to that region.

A desire to innovate, improve human health, working knowledge of GCP and love of learning are essential for the role of Clinical Coordinator II.

ROLE:
Regional Clinical Coordinator II (Remote Independent Contractor)

JOB TYPE: Part-time, Independent Contract

PAY: $25.00 – $30.00 per hour

DEPARTMENT:

Clinical Operations

DESCRIPTION:

Responsible for site management and all applicable aspects, or designated areas, of a project.

REPORTS TO:
Director of Clinical Operations

RESPONSIBILITIES & ACCOUNTABILITIES

- Manages all clinical sites within delegated region for the entire scope of the study.
- Identifies project expectations and ensures required activities and documentation occur and are appropriately maintained.
- Operates within the project parameters while ensuring compliance with applicable regulatory, internal and project-specific requirements.
- May serve as the primary liaison with sponsor and sponsor-designated representatives.
- Communicates with either the sponsor (or designee) or directly with clinical sites to coordinate personnel training and equipment credentialing, as well as assessment of data transfer capabilities.
- Oversees project activities, ensures protocol adherence and addresses non-compliance issues, as appropriate.
- May write or contribute to standard operating procedure documentation.
- Provides the necessary training or coordinates with personnel, to provide clinical site training.
- May be required to travel for Investigator meetings, trainings, or other meetings/events per request
- Performs and/or participates in internal and external project-related audits and audit- related activities. Attends and/or presents at meetings with sponsors.
- Performs other departmental activities as needed and upon request.
- Able to work 40-60 +/- hours a month

EDUCATION & EXPERIENCE:

- Requires undergraduate degree or certificate, preferably in science, business or related field
- A minimum of 5 years of experience with Medical Device, Pharmaceutical and/or Clinical Research Industry, required.

- Working knowledge of regulations and standards related to clinical trial management for medical drugs and devices (such as GCP, FDA 21 CFR 320 and 812).
- Proficient in Microsoft Word, Excel, PowerPoint and experience using database software.
- Excellent written and oral communication skills.
- Excellent Organizational skills and attention to detail.
- Strong interpersonal skills and the ability to work with deadlines and manage multiple priorities.

Please send us your CV with cover letter to hr@medqia.com explaining why you feel you would be a great fit for this position, and asset to our team.