

Clinical Project Manager – Role Summary

We are currently recruiting for a Clinical Project Manager to join the O4 Research team and to assist with clinical development throughout the company. This is a Full/Part Time permanent position based in Belfast with a competitive package based on experience.

Key Responsibilities

- Day to day management of all aspects of clinical projects and their associated teams, ensuring compliance with applicable regulations and SOPs
- Assess performance metrics, making appropriate alterations, supporting the project or team targets.
- Manages timely and accurate documentation and communication of study progress and issue escalation to all relevant functions/stakeholders (i.e. clinical, regulatory, data management, vendors and clients).
- Establishes and maintains excellent working relationships with the extended team and demonstrates high ethical behaviour at all times.
- Preparation of Ethics Submissions and effectively communicate with the regulatory team regarding CTA submissions.
- Ensures the study team operates in a constant state of inspection-readiness.
- Maintain a positive and results-orientated work environment, communicating to the team in an open, balanced and objective manner, in line with the company's vision, values and strategy.
- Participate in and contribute to bid proposals and bid defence.
- Assist the Clinical Operations Management team with mentoring of new or junior staff.

Qualifications

Required Qualifications

- BSc degree or equivalent required, preferably in Life Sciences.

Skills & experience

- Minimum 2 years Clinical Project Management experience in late stage studies (phase II – IV)
- Flexible and highly effective project management, communication, presentation and negotiation skills
- Proven track record in successfully managing studies from start-up to close-out
- Strong team player and proven ability to foster team productivity and cohesiveness
- Excellent understanding and working knowledge of ICH GCP and applicable regulatory requirements
- Strong attention to detail and ability to follow a task through to completion
- Self-motivated and highly results focused
- Current and valid eligibility to work in UK and Ireland

If you would like to be seen for the talent you bring to your work and to work with others, who share your passion for successful healthcare innovation, then we invite you to apply for this role in a fast paced and exciting environment. Please send your CV via the link provided or to careers@o4research.com

Please note that due to the high volume of applications which we receive we will only be able to reply to candidates whom we are inviting for interview.

For Information visit www.o4research.com

We do not require the services of agencies for this role