

ROBERT SMITH

Certified Clinical Research Coordinator

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A highly adaptable and determined individual with strong interpersonal relationship skills. Able to multi-task with proven success within a fast-paced environment. Seeking the position of Certified Clinical Research Coordinator.

EXPERIENCE

Certified Clinical Research Coordinator

ABC Corporation - AUGUST 2013 - SEPTEMBER 2014

- Submitted SAE reports and supporting documents.
- Created Patient Visit Tracking Log to track all patient activity. Assisted investigators in assessing the value of the study in relation to patient progress.
- Evaluated methodology and quality of data collected and determined the need for changes in procedures.
- Assisted with the development of data summaries and presentation materials.
- Routinely reported the status of patient enrollment and study progress to the investigator, research director, and the sponsors representative.
- Responsible for the facilitation, .
- \${job_description7}

Certified Clinical Research Coordinator

Delta Corporation - 2019 - 2020

- Reviewed and edited source and CRF documents.
- Monitored and supported medical group w/ volunteer/patient safety measures.
- Collected and organized research data and assisted in the preparation of regulatory documents (IRB submission and informed consent).
- Assisted with the cleaning of data in ClinBase and CRF as applicable
- Met with and serves as a point of communication for external vendors and laboratories.
- Lead and provide work instruction to the clinical study team.
- Worked closely with EPCU laboratory personnel in identifying required laboratory materials, labeling requirements, and procedures for study sampling, processing, and storage.

EDUCATION

- BS in Health Education - (San Francisco State University - San Francisco, CA)



SKILLS

Social Perceptiveness, Service Orientation, Medicine and Dentistry.