

ROBERT SMITH

Medical Writer

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Highly motivated and dedicated team player looking to grow professionally and personally through opportunities afforded by being part of an industry-leading organization. Experiences to date include education, medical writing, report and presentation production, and assistance in film productions.

EXPERIENCE

Medical Writer

ABC Corporation - 2007 - 2008

- Helped to develop project specifications and cost estimates on assigned accounts/projects, working closely with project managers and account leads.
- Contributed to writing for projects, especially drafting content for complex or unusual items.
- Conducted and presented insights relevant to the content to project team members, by reviewing available insights and supplementing with further research where necessary.
- Collaborated with strategy and BD leads when scientific/therapeutic or content expertise is required, to create content and contribute to a strategy for RFPs.
- Provided input into publication plans and work to ensure timely achievement of milestones.
- Developed high-quality content for an array of communications for publication in journals or presentations at meetings to support products, research activities, and business needs.
- Developed slide decks and digital content to support publications and medical affairs activities.

Medical Writer

Delta Corporation - 2010 - 2012

- Prepared more than half of the clinical site and photobiology ICH compliant protocols and reports for drug and device studies.
- Compiled and created pdf documents for digital NDA submissions.
- Interacted with sponsor companies to discuss protocol and final report preparation and delivery.
- Prepared test protocols and wrote product reports.
- Created presentation documents and materials Created company bi-monthly newsletter Professional.
- Created and reviewed Regulatory and Specification Documentation for Active Pharmaceutical Ingredients, New Drug.
- Developed a data-sheet in SharePoint for the team to track deliverables.



EDUCATION

- GED
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SKILLS

Medical Writing Skills, Technical Skills, Communication Skills.