Study Coordinator – Department of (Name)

The (name of unit) is seeking a Study Coordinator for a full-time contract position. Responsibilities include protocol and forms development, trials administration, data review, quality control, as well as interaction with clinical investigators and pharmaceutical firms. Candidates require a Master's Degree in health sciences or equivalent combination of education and experience in a medical, research or pharmaceutical setting. Other requirements include strong computer skills, including MS-Office, basic statistics, and data evaluation skills. Previous experience working within Good Clinical Practice guidelines, with the clinical trials process or regulatory activities, data validation experience, or clinical research training would be considered assets. Minimum hiring salary: $43,968. This is a one-year contract with a possibility of renewal.

Please submit resume and cover letter by (closing date) to:

(recipient's name or job title)(name of unit)(unit address)(e-mail, fax number)

Queen's University has an employment equity programme, welcomes diversity in the workplace and encourages applications from all qualified candidates, including women, aboriginal peoples, people with disabilities and racial minorities.

Only applicants selected for interviews will be contacted.