



Assistant Manager – Clinic

Department	Clinic
Designation	Assistant Manager
Basic qualification required	MBBS
Experience	0-2 Years
Brief JD	<p>I STUDY RELATED ACTIVITIES:</p> <ul style="list-style-type: none">A. Monitoring and reporting of clinical trial related activities.B. To check and review the raw data.C. To ensure that the studies are carried out as per protocol and applicable regulatory requirements of GCP.D. To provide protocol training to all paramedical staff.E. ICF presentation to volunteers and answer queriesF. To maintain a database of contractual medical staffG. To monitor vitals and adverse events during the studyH. To conduct clinical examination of all subjects participating during all clinical StudiesI. To assist in the accurate compilation of raw dataJ. To provide assistance in the compilation of clinical reportsK. Other clinical trial related activities, as applicable. <p>II GENERAL CLINICAL DUTIES:</p> <ul style="list-style-type: none">A. Training of the clinical staff.B. Screening and selection of subjects.C. To review medical screening records and ascertain suitability of subjects.D. To write and revise SOPs and ensure compliance with all current policies and procedures. <p>III ADMINISTRATIVE DUTIES:</p> <ul style="list-style-type: none">A. Conforms to training schedule for own position and maintains awareness of SOP content, according to company requirements.

Interested candidates can send their resume at hrnoida@cliantha.com