We are currently looking for a knowledgeable, entrepreneurial and innovative person to join our Clinical Operations team in Tbilisi, Georgia.

Clinical Research Associate
Office-based or Home-based in Tbilisi

Freelance Contract for 0.8 FTE

If you are keen to work with full-scale complex trials in multiple therapeutic areas, provide us with your expertise and guidance, and be involved in something new, outstanding and challenging, come to PSI and start your exciting professional journey with us!

The scope of responsibilities will include:

• Preparation, conduct, and reporting of selection, initiation, routine and closeout monitoring visits
• Site management, general administration of clinical research studies in Georgia
• Contact for clinical investigators, vendors and support services in regard to study progress
• Monitoring trial progress and ensuring that the project timelines are met
• Facilitation of site budgets and contract negotiations
• Effective and open communication within the project team
• Delivering onsite training of investigators and staff
• Preparation for and attendance at company’s audits; resolution of audit findings
• Support to Regulatory Affairs in procurement of site regulatory documents
• Maintenance of appropriate documentation regarding clinical site management
• Participation in feasibility research
• Maintenance of study-specific automated tracking systems

Qualifications:

• University degree in Life Sciences, Pharmacy, MD or RN or an equivalent combination of education, training and experience
• 1+ year independent monitoring experience in Georgia
• Experience in regulatory submissions and communication with Competent Authorities is a plus
• GCP Training
• Experience with Infectious Diseases, Neurology, and/or Oncology indications preferred
• Fluent Georgian and English, spoken and written
• Team oriented with excellent communication and interpersonal skills including a positive and professional attitude to tasks and projects
• Attention to detail, organizational and time-management skills
• Demonstrated ability to multitask and work proactively in a fast-paced environment

• Demonstrated computer skills (MS Office applications)

Please inquire about job opportunities and send your CV at job@psi-cro.com