Clinical Research Associate (In-House)

Job Summary

The Clinical Research Associate is responsible for the oversight of study conduct at clinical sites. This includes the management of CRO's, vendors, and clinical sites to ensure timelines, goals, and objectives are met.

Key Responsibilities

- Provide clinical study start up expertise.
- Assist Lead CRA in the preparation of IRB submissions including the review of the site-specific informed consent and assent forms
- Track IRB submissions
- Collect, review, and process essential documents and identify issues that site needs to address.
- Communicate to site the updates needed to the essential documents as needed.
- Lead or support set-up and maintenance of TMF
- Assist and/or participate in planning and conduct of Investigator's Meetings as necessary.

Qualifications

- Bachelor's degree required (scientific or healthcare discipline preferred), or an equivalent combination of education and experience sufficient to successfully perform the key responsibilities of the job.
- At least 2 years of experience in clinical research and operations for CRA and at least 4 years of experience in clinical research and operations for Senior CRA; prior monitoring experience strongly preferred.
- Proficiency computerized information systems and standard application software (Windows, MS Office)

Please submit resume to Soleno Therapeutics, Inc., hr@soleno.life