



AISBL International Non-Profit Association under Belgian law IVZW

EORTC promotes multidisciplinary cancer research in Europe. EORTC research is conducted in over 300 university hospitals in 32 countries. Its network of investigators comprises more than 2,500 scientists and clinicians collaborating on a voluntary basis in 19 multidisciplinary groups.

The EORTC research facility based in Brussels has a vacancy for a:

CLINICAL RESEARCH ASSOCIATE

The position reports to the Head of Quality Control unit.

The Clinical Research Associate is responsible for clinical monitoring which concerns the "on-site" quality control of clinical trials to ensure that a clinical trial is conducted, recorded and reported in accordance with the protocol, the principles of Good Clinical Practice (GCP) and the applicable regulatory requirements. Clinical monitoring is therefore integrated in a multi-step process involving close cooperation between the participating physicians, research nurses, and other various scientists.

Main responsibilities:

- ✓ Perform on-site monitoring visits according to the monitoring plan and following the EORTC Standard Operating procedures (SOPs) and ICH-GCP guidelines.
- ✓ Ensures and control sites' compliance with study protocol and regulatory obligations
- ✓ Address issues in a manner that is beneficial for the site and the EORTC team
- ✓ Report the findings of the "on-site" monitoring visits according to EORTC Standards
- ✓ Follow the sites' findings until resolution with the support of the EORTC study team, and QA if appropriate.
- ✓ Ensures maintenance of appropriate databases in order to keep track of monitored patient files, use of drug supplies or biological samples for specific research projects (when applicable).
- ✓ Develop tools to improve quality at the investigators' sites
- ✓ Perform site's training whenever needed during the study conduct
- ✓ Ensures close collaboration between all actors of clinical trial research, as a privilege link between investigational sites and the EORTC study team (project managers, clinical research physicians, data managers).

Profile:

- University degree or equivalent in Health Sciences
- Practical knowledge and experience of the conduct of clinical trials
- Prior experience in oncology research is an asset
- Fluent in English (written & spoken)
- Spoken French and Dutch as well as Southern European languages will be considered as assets.
- Excellent organization and communication skills
- Proactive, dynamic

- Flexible attitude with respect to work assignments and new learning
- Ability to travel an average of 40-50% within European countries.

The EORTC offers a highly stimulating, professional & friendly atmosphere in an international environment, and an attractive employee benefit package

Please send curriculum vitae and cover letter in English to:
Recruitment - EORTC Headquarters - Avenue E. Mounier 83, bte 11, 1200 Brussels, Belgium
Confidential fax: +32 2 770 78 11 - Email: recruitment@eortc.be