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UNIVERSITÄT
BERN

Clinical Data Manager

60 – 100 %

CTU Bern is the clinical trials unit of the Faculty of Medicine of the University of Bern and works closely with the affiliated university hospital. It functions as a service unit to support and coordinate investigator-initiated clinical studies in any clinical field.

Duties and responsibilities

Responsible for all data management tasks during specification, implementation and productive phase of a clinical study database:

- Development/Finalization of study specification (eCRFs, visit structure, edit checks) in close collaboration with the sponsor/principal investigator of a clinical study
- Implementation, review and testing of study database in CTU Bern's web based clinical data management systems (REDCap, secuTrial)
- Evaluation & implementation of changes to study database during conduct
- Consulting and support of clinical researchers
- Data migration, data import, report generation
- Data management related project management (including cost estimates and budget control)
- Assistance in maintaining the project management system
- Teaching activities
- Development of SOPs

Qualifications and skills

- Degree in life or health sciences (biomedical science, data science, health information management, biology) or a related field
- Experience in clinical research, clinical data management and setting up databases using a clinical data management system
- Knowledge of R, STATA or SQL
- Being comfortable in managing a high volume of projects
- Strong analytical and organizational skills, ability to set priorities and to meet deadlines
- Ability to work committed, independently and proactively in a team while fulfilling high quality standards
- Strong customer orientation
- Proficient in English and in German

We are offering an interesting position with diverse activities in a growing clinical trials unit with the chance to contribute to the successful development of CTU Bern. CTU Bern is dedicated to high quality research. We are offering an international and interdisciplinary environment, closely related to the Institute of Social and Preventive Medicine (www.ispm.unibe.ch) and the Institute of Primary Health Care BIHAM (www.biham.unibe.ch). We encourage independence and offer flexible working models.

We are looking to have the successful candidate in place as soon as possible.

If you are looking for an exciting position in a highly motivated team please send your CV with motivation letter to Human Resources administration, e-mail hr@ctu.unibe.ch.

If you need further information on the post, you can contact Sheila Appadoo or Yves Bochud, Heads of Data Management, e-mail: yves.bochud@ctu.unibe.ch or consult our website: <https://www.ctu.unibe.ch/>.