

## 求人情報

スタッフレベル

ポジション名	Project Coordinator
この求人情報の取扱い会社	マイケル・ページ・インターナショナル・ジャパン株式会社/Michael Page International Japan K.K.
企業名	US Headquarted Healthcare Business
掲載開始・更新	2024-05-03 / 2024-05-03
職 種	メディカル/医薬/バイオ/素材/食品 - 臨床開発系
業 種	製薬メーカー
勤務地	アジア 日本 東京都
仕事内容	<p>* Stepping-stone from Clinical Research Associate to Project Management</p> <p>* Support and collaborate with Project Management team and global clients and gain valuable on the job training</p> <p>Description</p> <p>* Provide support to project managers in the planning, execution, and closeout of clinical trials</p> <p>* Assist with the preparation and review of study-related documents and materials, including protocols, informed consent forms, case report forms, and study reports</p> <p>* Help ensure compliance with regulatory requirements and project time-lines</p> <p>* Track study progress and communicate updates to the project team</p> <p>* Organise and participate in project team meetings</p> <p>* Collaborate with cross-functional teams to ensure successful study completion</p> <p>* Identify and help resolve issues that may impact the success of the project</p> <p>Profile</p> <p>* Bachelor's degree in a scientific or healthcare-related field</p> <p>* 1-3 years of experience in clinical research or related field</p> <p>* Strong organizational and communication skills</p> <p>* Detail-oriented with excellent problem-solving skills</p> <p>* Ability to work effectively in a team-oriented environment</p> <p>* Knowledge of regulatory guidelines and GCP preferred</p> <p>* Fluency in Japanese, business level English</p> <p>Job Offer</p> <p>*</p> <p>Excellent opportunity for CRAs looking to take the next step of their career into Project Management</p> <p>*</p> <p>Work closely with global counterparts in managing Rare Disease drug trials</p> <p>*</p> <p>Contribute to development of much needed therapies where there are still many unmet medical needs!</p> <p>Page Group Japan is acting as an Employment Agency in relation to this vacancy.</p>
企業について(社風など)	<p>*</p> <p>Global Healthcare business that partners with pharmaceutical companies, bio-tech companies and medical device manufacturers to help bring promising new therapies to market.</p> <p>*</p> <p>Whether you're looking for a job directly involved in the clinical trial process or supporting a clinical trial, you will quickly find the passion of the team to be rewarding.</p> <p>*</p> <p>Get in touch to learn about how you can build a career at our client and take a role that can truly make an impact on the world.</p>
勤務時間	<p>Flex time available</p> <p>Core hours: 11:00 - 15:00</p>

英語能力	ビジネス会話 (TOEIC 735-860)
日本語能力	流暢 (日本語能力試験1級又はN1)
年 収	日本・円 550万円 ~ 4000万円