

The BGDO, Belgian Group of Digestive Oncology, is looking for a

Clinical Trial Coordinator

The BGDO is performing a number of investigator-driven studies in Belgium, all academic (non-commercial) studies, and is requesting extra resource to support the execution of these trials.

Job description:

- Start-up, operational management and coordination of academic clinical trials in Belgium following ICH-GCP, Regulatory requirements and internal SOP.
- Reporting and submission of clinical trials to the Ethics Committee and Health Authorities
- Monitoring of academic trials
- Filing and archiving of study documents
- Development of trial related documents
- Supporting physicians in the development of clinical trials Phase II to IV in Belgium
- Collaborating with other groups in Digestive Oncology within Europe
- Participation to BGDO scientific activities

Your profile:

- Bachelor - medical – science - administration background
- Relevant experience in clinical trials, monitoring, experience as CRA, understanding of medical information
- An experience with the Belgium ethics submission process is highly desired
- Oncology experience is a plus
- Good working knowledge of French, Dutch and English.
- Strong communication, organizational, very high accuracy, ability to work and make independent decisions.

We offer:

- An interesting position with responsibilities in a pleasant and stimulant work environment
- Part-time | Full time contract
- Homebased | office work
- Flexible hours schedules
- Opportunity to work autonomously and in a team in a dynamic, human-sized, respectful and professional environment

Please send your CV and cover letter to management@bgdo.org - www.bgdo.org