ANNOUNCEMENT OF

**PROFESSIONAL VACANCY**

University at Buffalo Pediatric Associates, Inc.

## 1001 Main Street 5th Floor

Buffalo, New York 14203

Applications are invited for consideration for the following position:

Campus: UBMD Pediatric Budget Title: Research Study Coordinator

Department: Pediatrics Descriptive: As above

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# Professional Rank

and Salary Range: Salary Commensurate Date to be Filled: 8/1/2018
 w/experience

**Brief description of duties**: Responsible for assuming the key role in a community intervention for high-risk children with asthma. Provides assistance to the Principal investigator (PI) and coordinates, evaluates, and manages clinical research trials in accordance with the Study Specific Protocol, standard operating procedures (SOP), Standard of Good Clinical Practice (GCP) and applicable regulatory guidelines.

**Primary responsibilities:** Coordinate clinical research study and maintain documentation. Obtain detailed knowledge of all components of study protocols; complete all study activities accurately and completely. Recruit and enroll study candidates at school-based health centers in the city of Buffalo, and collect study data. Perform spirometry testing (after participating in an online training course). Provide student and parent asthma education. Enter data into electronic data capture system. File required reports to IRB. Manage, coordinate, schedule and implement assigned clinical project, including all follow-up visits.

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**Qualifications:** A minimum of 2-4 years’ experience in study coordination and/or clinical research; must have clinical experience in patient education.

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**Education** BS/BA degree or Masters preferred.

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**POSTING NO: 06-18 POSTING PERIOD: 06/19/18-07/31/18**

Persons interested in the above

position should submit a resume

along with a letter of application

to:

Name: Nydia Rolling

Job Code: RSTCGEN

Address: University Pediatric Associates, Inc.

 1001 Main Street 5th Floor

 Buffalo, NY 14203

Closing Date of Applications: 07/31/2018

University Pediatric Associates is an Equal Opportunity/Affirmative Action Employer