

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

Home based/office Clinical Trial Coordinator Part-time

The BGDO is an independent national group open to all physicians or researchers who have an interest in gastrointestinal oncology.

Job description:

- Start-up, operational management and coordination of clinical trials following ICH-GCP, Regulatory requirements and internal SOP.
- Monitoring, reporting, submission of clinical trials to the Ethics Committee and Health Authorities
- Collaborating with the academic sponsors for pharmacovigilance
- 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 and organization of BGDO scientific activities

Your profile:

- Bachelor - medical – science - administration background
- Relevant experience in clinical trials, experience as CRA is gladly seen
- An Experience with the Belgium ethics submission process is highly desired
- Oncology experience is a plus
- Native Dutch with good working knowledge of French and English.
- Strong communication, organizational and computer skills.
- Must possess the ability to work and make independent decisions, understand medical information, and be able to take the initiative to contribute to projects and assignments.

We offer:

- An interesting position with responsibilities in a pleasant work environment
- Part-time contract
- Homebased/office work
- Flexible hours schedules
- Occasionally travel in Europe

Please send your CV and motivation letter to management@bgdo.org

www.bgdo.org