

January 19, 2019

MetroBoston Clinical Partners
280 Washington St, Suite 204
Brighton, MA 02135

60 Dedham Ave. Suite LL2
Needham, MA 02492

MetroBoston Clinical Partners is a growing research organization with two offices in the metro Boston area. We have a friendly staff and a great work environment. We are currently conducting several trials and are seeking an experienced Study Coordinator.

Position Description

Study Coordinator-full time, permanent
Salary commensurate with experience

Applicant will perform the duties of a Study Coordinator including:

- Overseeing all aspects of clinical trials
- Attending Investigator meetings
- Attending site qualification and initiation visits
- Meeting with study monitors
- Screening study patients and scheduling appointments
- Conducting patient visits with Principle or Sub Investigator
- Entering information in the electronic record and addressing queries
- Phlebotomy and handling of specimens
- Ekg's

Please email resume to Richard Black MD at rblack@metrobostoncp.com
617-750-0419