

Posting Number: 38493



London Health Sciences Centre

Non-Union



**Quality Assurance & Education Officer (Research Associate): Regular Full-Time
Lawson Administration – Lawson Health Research Institute**

750 Base Line Road

Different terms and conditions of employment may apply to externally funded positions.

The Quality Assurance and Education Officer is responsible for implementing and performing the requirements of a quality management system for clinical research at Lawson and educating Lawson investigators and staff on the regulatory requirements relevant to clinical research.

Rate of Pay: To commensurate with experience

Hours of Work: 37.5 hours per week

QUALIFICATIONS:

- Successful completion of an Undergraduate Degree program in Health Sciences, Science, or a Diploma in Pharmaceutical Regulatory Affairs and Quality Operations (co-op), or an equivalent field
- Minimum of five (5) years recent, related experience in a similar role
- Proven knowledge of clinical research conduct
- Demonstrated proficient knowledge of legislation, regulations, standards and guidelines relevant to clinical research
- Demonstrated familiarity with Microsoft Office and GroupWise software programs
- Excellent interpersonal and collaborative problem solving skills
- Demonstrated ability to organize and prioritize effectively with exceptional time management skills
- Excellent and effective communication skills both verbal and written
- Demonstrated initiative, excellent use of judgment and discretion
- Ability to work effectively both independently and as part of a team
- Demonstrated knowledge of and commitment to patient and staff safety at LHSC
- Demonstrated ability to attend work on a regular basis

We foster a culture of patient and staff safety whereby all employees are guided by LHSC's Mission, Vision, Values and Code of Conduct.

As part of the assessment process applicants may be required to complete a written examination or test. Please be advised that a reference check may be conducted as part of the selection process.

Your interest in this opportunity is appreciated. Only those applicants selected for an interview will be contacted. Successful candidates, as a condition of job offer, would be required to provide a satisfactory vulnerable sector police check (original document) completed in the last 4 months.

In order to be considered for this position, please submit a detailed resume to:

Alycia Hummel, Recruitment Advisor
Human Resources, 5th Floor PDC, University Hospital
Fax Number: (519) 663-3889
Email: Alycia.Hummel@lhsc.on.ca