

MICHAEL ANDERSON

Clinical Research Coordinator

- San Francisco, CA
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Detail-oriented Clinical Research Operations Specialist with over 4 years of experience in managing clinical trials in the field of infectious diseases. Comprehensive understanding of clinical research regulations and a strong commitment to ethical research practices. Proven ability to work closely with clinical teams and regulatory bodies to ensure compliance and data integrity.

WORK EXPERIENCE

Clinical Research Coordinator | Infectious Disease Research Institute

Jan 2022 – Present

- Coordinated clinical trials focused on infectious disease therapies and vaccines.
- Participated in site selection and feasibility assessments for studies.
- Managed patient recruitment, retention, and informed consent processes.
- Maintained regulatory documentation and ensured compliance with GCP.
- Conducted monitoring visits to ensure protocol adherence.
- Collaborated with investigators to review and analyze trial data.

Clinical Trials Assistant | Global Health Agency

Jul 2019 – Dec 2021

- Assisted in the administration of clinical trials for infectious diseases.
- Supported data entry and management for trial documentation.
- Engaged with patients for recruitment and follow-up.
- Prepared materials for regulatory submissions and site visits.
- Participated in team meetings to discuss trial progress and challenges.
- Ensured compliance with ethical standards and regulatory requirements.

SKILLS

Clinical Trial Coordination

Regulatory Compliance

Data Management

Patient Engagement

Quality Assurance

Team Collaboration

EDUCATION

Bachelor of Science in Public Health

2015 – 2019

State College

ACHIEVEMENTS

- Contributed to a clinical trial that led to the successful development of a new vaccine.
- Improved patient follow-up rates by 25% through effective communication strategies.
- Recognized for dedication and teamwork during a high-profile research initiative.

LANGUAGES

English

Spanish

French