



MICHAEL ANDERSON

Senior Clinical Trials Coordinator

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SUMMARY

Dedicated Clinical Trials Specialist with over 8 years of experience in managing and coordinating clinical studies across various therapeutic areas including oncology and cardiology. Proven track record in ensuring compliance with regulatory standards and enhancing study efficiency through innovative strategies. Skilled in developing study protocols, conducting site visits, and training staff on Good Clinical Practice (GCP) guidelines.

WORK EXPERIENCE

Senior Clinical Trials Coordinator Health Innovations Inc.

Jan 2023 - Present

- Managed over 15 clinical trials from initiation through close-out.
- Developed and maintained study documentation including protocols and consent forms.
- Conducted site training and ensured compliance with GCP and ICH guidelines.
- Collaborated with principal investigators to monitor patient recruitment and retention strategies.
- Utilized EDC systems to track trial data and generate reports for stakeholders.
- Identified and mitigated risks to maintain study timelines and budgets.

Clinical Research Associate BioPharma Solutions

Jan 2020 - Dec 2022

- Conducted site monitoring visits to ensure protocol adherence and data integrity.
 - Reviewed and evaluated clinical data for accuracy and completeness.
 - Collaborated with data management teams to resolve discrepancies in data entry.
 - Performed training sessions for site staff on trial procedures and documentation standards.
 - Assisted in regulatory submissions and responses to regulatory queries.
 - Maintained communication with investigators to support trial objectives and timelines.
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EDUCATION

Master of Science in Clinical Research, University of Medical Sciences, 2014

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** Clinical trial management, GCP compliance, Data analysis, Protocol development, Stakeholder communication, Risk management
- **Awards/Activities:** Successfully led a multi-center trial that met enrollment goals 2 months ahead of schedule.
- **Awards/Activities:** Received the 'Outstanding Performance Award' for exceptional trial management.
- **Awards/Activities:** Implemented a new data tracking system that improved data accuracy by 30%.
- **Languages:** English, Spanish, French