Redx
Discovering Targeted Medicines

Clinical Trial Assistant/Junior Clinical Research Associate

Redx Pharma plc is an exciting biotech company focused on developing novel precision medicines that have the potential to transform treatment in oncology and fibrosis. Redx develops and manufactures small molecule treatments using its world-class medicinal chemistry expertise and lab infrastructure based at Alderley Park, Cheshire UK (former AstraZeneca R&D facility). This is combined with a deep understanding of the molecular biology and genetics underlying diseases with high unmet medical need. Recent successes at Redx include the sale of two preclinical cancer assets to large pharma, one cancer asset entering clinical trials, and nomination of two fibrosis assets for clinical development.

The Role:
The Clinical Trial Assistant (CTA)/Junior Clinical Research Associate (CRA) will assist the clinical research teams in ensuring the most effective and efficient conduct of clinical research studies by providing administration and project support.

Requirements: Strong IT skills in excel, Sharepoint, Powerpoint and Word

Understanding of clinical trial methodology and previous experience in similar roles would be a distinct advantage

This role is based in our office at Alderley Park. We are currently operating with a combination of office based and home based working as we adhere to current government advice.

Responsibilities include:

- Provide general administrative support to the clinical team.
- Assist the Clinical Operations teams in completion of all required tasks to meet departmental and project goals.
- Support the Clinical Operations teams with ongoing conduct of studies.
- Conduct Sponsor oversight visits with the CRO and act as a secondary point of contact as needed
- Quality checks of the CRF and support the PM with data-management oversight
- Set up, organize and maintain clinical study documentation (e.g. Main Study Files, CRF completion guidelines, etc.) including preparation for internal/external audits, final reconciliation and archive
- Support authoring of protocol amendments
- Request or create enrolment updates, missing documentation, set-up investigator meetings
- Assist in quality control audits of clinical study documentation and SOP's
- Co-ordinate ordering/dispatch and tracking of trial materials (e.g. lab supplies, drug supplies) as appropriate.
- Assist project teams with trial progress tracking.
- Assist in the tracking and distribution of safety reports.
- Attend project team meetings and generate meeting minutes.

The closing date for applications is 30th October 2021