**Clinical Trial Manager**

FIND, the global alliance for diagnostics, seeks to ensure equitable access to reliable diagnosis around the world. We connect countries and communities, funders, decisionmakers, healthcare providers and developers to spur diagnostic innovation and make testing an integral part of sustainable, resilient health systems. We are working to save 1 million lives through accessible, quality diagnosis, and save US$1 billion in healthcare costs to patients and health systems. We are co-convener of the Access to COVID-19 Tools (ACT) Accelerator diagnostics pillar, and a WHO Collaborating Centre for Laboratory Strengthening and Diagnostic Technology Evaluation. For more information, please visit [www.finddx.org](http://www.finddx.org).

**Location:** Geneva, FIND headquarters (or to be discussed)

**Reporting to:** Head of Pneumonia and Fever Program/Head of Clinical Trial Unit

**Your mission/Position objective:** FINDs mission is to generate high quality evidence on the diagnostic accuracy, usability, and impact of diagnostic tests. The Pneumonia and Fever program specifically aims to support product development and evaluations for diagnostic tools for malaria, host-biomarkers, dengue, typhoid and pneumonia. The CTM will support ongoing and emerging trials and studies, primarily (but not exclusively) for malaria point of care diagnostic tools.

**Your responsibilities/Job description:**

- Support and technical expert in the program on the development and establishments of studies and trials related to diagnostic tests
- Coordinate site evaluation, training, and monitoring (including travel to sites if needed) to review study progress and ensure that clean, high-quality data is collected.
- Pro-actively address any issues and flag to the project manager to ensure the studies meet targets and provide mitigation plans
- Coordinate with external partners for the monitoring of the ongoing research studies.
- Ensure appropriate documentation in compliance with FIND procedures and GCP
- Facilitate regular communication with sites and ensure clear communication is maintained
- Contribute to the preparation of reports, publications and scientific presentations as directed by the Head of Programme.
- Provide support to cross-cutting activities within FIND and the disease program to further the vision of FIND as needed and appropriate
- Conduct clinical trials which conform to Good Clinical Practice guidelines and comply with applicable regulations.

**Qualifications:**

- Strong scientific and public health background.
- Knowledge of GxP (GCP, GLP, GCLP).
- Familiar with the ethical and regulatory aspects of conducting human subject research, including independent ethics committees/institutional review boards.
- A certification in project management and/or clinical trial management is a plus.
- Fluent in English (both verbal and written) and ideally also in French.
• Strong command of Microsoft Office, including MS project or other similar project management software.
• Relevant experience working in low and middle-income countries. Understanding the challenges related to working in low- and middle-income countries.

Soft skills
• Excellent interpersonal, written, and verbal communication skills.
• Proven ability to manage time effectively to meet changing work priorities.
• Ability to build research capacity and provide training in challenging settings.
• Team player

To apply
Please send your application to hr@finddx.org by 8 July 2021. The application must include:
• a complete curriculum vitae
• a motivation letter
• an acknowledgement letter, answering the following questions:
  1. Have you ever been criminally convicted or subject to any criminal or administrative penalty by any competent authority? If yes, please specify.
  2. Have you ever been terminated or separated (e.g., contract termination, dismissal, non-renewal) or subject to any disciplinary measure or sanction by your employer for fraud, harassment, sexual harassment, sexual exploitation, or sexual abuse?
  3. Have you ever resigned while under investigation or during disciplinary proceedings?

A confirmation of the following declaration of understanding:
  – I confirm the accuracy of the information provided, with the understanding that FIND will conduct reference checks to verify relevant information.
  – I understand that if any false or misleading information is provided in my application, or any material fact suppressed, I may not be employed, or if I am employed, I may be dismissed.

Please note that due to high volume of applications, ONLY short-listed candidates will be contacted. FIND is dedicated to building an inclusive workforce where diversity is valued. FIND is an equal opportunity employer. Every qualified applicant will be considered for employment. FIND does not discriminate based on race, colour, religion, gender, sexual orientation, gender identity, genetic information, age, national origin, marital status, pregnancy, disability status, political ideology, military status, or any other attribute protected by applicable law.