

Senior Clinical Trial Trainer & Project Manager

About Us:

InnoSpark Services Pvt. Ltd. is an Innovative technology startup, located in Gurgaon, which is committed to providing state-of-the-art solutions to customers across various geographies, primarily in the USA. We are a rapidly expanding team that is dedicated to cultivating a challenging work environment that allows employees to develop and expand in tandem with the company.

Client you will be working for: US based Healthcare Organization provides a system for physicians and respiratory therapists to remotely monitor the lung function of patients in isolation and/or at home or wherever they may be. We supply a Bluetooth-connected home spirometer and a mobile application for the patient and a secure web portal for clinicians. Every pulmonary function test performed by the patient can be viewed on our Provider Dashboard within seconds. So patients can avoid travel to a hospital or clinic and still get the care they need for their respiratory conditions including COPD, Asthma, Cystic Fibrosis, Allergies, etc.

Position Overview:

We are seeking a highly skilled and experienced Senior Clinical Trial Trainer & Project Manager to join our dynamic team. The ideal candidate will have a strong background in managing clinical trials, training international research staff, and supporting key client relationships. This role involves leading training sessions, onboarding new research sites, and overseeing various aspects of clinical trial execution to ensure adherence to protocols and successful project outcomes.

Key Responsibilities and Accountabilities:

- **Training & Instruction:** Conduct comprehensive training for international research staff and sites on the Client's platform related to clinical trials and research.
- **Onboarding:** Serve as the primary point of contact for new international research sites, facilitating their integration into the Client's systems and processes.
- **Incident Management:** Support, log, categorize, prioritize, and track key incidents reported by customers via email and phone.
- **Client Partnerships:** Assist in managing key strategic client partnerships, ensuring high levels of satisfaction and engagement.
- **Protocol Management:** Identify and address protocol issues or assist in problem resolution efforts, including protocol revisions as necessary.
- **Protocol Review:** Review proposed study protocols to assess factors such as sample collection processes, data management plans, and potential subject risks.

- **Collaboration:** Work closely with investigators to prepare presentations or reports on clinical study procedures, results, and conclusions.
- **Logistics Support:** Assist in managing logistics related to study supplies and arrange for their shipment to participating sites.
- **Product Knowledge:** Develop and maintain a deep understanding of the Client's products and business.
- **Data Analysis:** Implement analysis of collected data for both internal and external purposes, including future protocol development for clinical trials.
- **Feature Requests:** Facilitate product feature build requests from clients and deliver analytics to promote platform growth in clinical research projects.

Qualifications:

- Master of Physiotherapy (MPT) in Cardiopulmonary Therapy or Master's degree in a relevant field.
- Minimum of 5 years of experience in clinical trial management and training.
- Proven experience in managing international research sites and supporting key client relationships.
- Demonstrated expertise in clinical protocol development and data analysis.

Core Skills:

- **Communication:** Excellent English communication skills (oral, written, and interpersonal) to effectively interpret instructions, convey information, and interact with a diverse range of stakeholders with tact and diplomacy.
- **Problem-Solving:** Strong problem-solving abilities, demonstrating creativity and utilizing both inductive and deductive reasoning.
- **Technical Writing:** Experience in technical, academic, or scientific writing.
- **Organization:** Exceptional organizational skills and attention to detail, with the ability to follow detailed instructions, track deadlines, and meet project milestones.
- **Stress Management:** Ability to professionally handle stressful situations.
- **Technical Proficiency:** Advanced knowledge and expertise in the use of MS Office Suite or Google Office Suite.

Preferred:

- Certification in clinical research or project management.
- Previous experience with MedTech projects, particularly related to lungs and respiratory systems.

Time Commitment: full-time position

Working Mode: Hybrid

Shift Window: TBD

Workdays: 5 Days in week (any)

What We Offer:

- **Growth Opportunities:** Be part of a small, dynamic team where you will have the chance to take on diverse responsibilities and grow with the company. You'll gain immense exposure to international healthcare technologies and be pivotal in connecting with global and domestic clients and partners, driving your professional growth.
- **Learning Environment:** Gain valuable experience and exposure to various aspects of startup operations and technology industry practices.
- **Work Culture:** A supportive and innovative work culture with opportunities for professional development and career advancement.

How to Apply:

Interested candidates are invited to share their resume detailing their **motivation to join Startup organization** for applying to career@innospark.ai.