



## **JOB DESCRIPTION**

Post: Clinical Trial Manager, ARCTEC

Line Manager: Dr Sarah Dewhirst, Head of Research Programmes

ARCTEC is a division of Chariot Innovations Limited, a wholly owned subsidiary of the London School of Hygiene & Tropical Medicine.

### **Summary of main duties and responsibilities:**

We are looking for an experienced scientist, with a clinical trials background, to join ARCTEC in the position of Clinical Trials Manager. The successful candidate will join a dynamic team of approximately 15 scientists, who together, design, conduct and report high-quality non-clinical and clinical studies. Based at the London School of Hygiene & Tropical Medicine, ARCTEC delivers a combination of commercially-focused and academic projects that aim to prevent/reduce insect bites and vector-borne disease.

We operate the test facility using up-to-date protocols where available (such as WHOPES), and in all relevant cases, according to the principles of Good Clinical Practice and/or Good Laboratory Practice. Experience in these areas would be an advantage.

An essential component of the post will be to liaise effectively with clients, responding rapidly to requests and managing their needs. In addition, the post holder will possess strong interpersonal skills to operate effectively in a busy team and maintain an awareness of their own needs as well as others.

The post holder will use their excellent scientific skills to design studies, oversee clinical trials, perform data analysis, interpret results and write reports. They should have outstanding organisational skills and good experience in project management to deliver projects effectively. Experience in coordinating or conducting intervention trials and clinical trials with human participants is essential.

### **Main duties and responsibilities:**

- Project management of clinical and non-clinical studies
- Design, prepare and implement experiments to test products designed for arthropod control or personal protection
- Coordinate local and international studies according to agreed timelines and deliverables

- Data entry, statistical analysis and interpretation of data
- Prepare reports and quotations
- Handle confidential information
- Liaise with industrial partners, administrative and support staff, overseas field laboratories and insectary staff
- Line management of Research Assistants
- Monitoring of studies
- Insect rearing (when required)
- General laboratory duties, including preparation of chemicals, sourcing of materials and equipment for experiments
- Contribute to the writing of scientific manuscripts and grants, give presentations in meetings
- Assist with other administrative and research activities where required
- Overseas travel when required

**Person specification:**

**Essential**

- Science degree and MSc, or equivalent work experience
- Experience of study design and management of biological data
- Excellent teamwork and organisation skills
- Project management skills
- Knowledge of Good Clinical Practice
- Experience and knowledge of conducting and co-ordinating clinical trials
- Excellent written and oral communication skills
- Proven ability to juggle a high and varied workload to a high degree of accuracy

**Desirable**

- MSc, and PhD in Entomology (or related discipline) or equivalent work experience
- Experience and knowledge of conducting and co-ordinating intervention trials
- Experience and knowledge of dealing with companies and private sector organisations.
- Experience of Good Laboratory Practice.
- Experience of line management.
- Knowledge of vector control tools, vector ecology and behaviour
- Proven ability to perform statistical analysis on biological data
- Knowledge of WHOPES.



### **Salary and Conditions of Appointment**

The post is available immediately. Salary competitive with growth opportunities. The role is based in London and surrounding areas. Chariot Innovations Limited terms and conditions apply.

### **Applications**

Applications should be made online at [www.jobs.ac.uk](http://www.jobs.ac.uk). Applicants should include the names and e-mail addresses of two referees.

### **ASYLUM AND IMMIGRATION STATEMENT**

*The School will comply with current UKVI legislation, which requires all employees to provide documentary evidence of their legal right to work in this country prior to commencing employment. Candidates will be required to email a copy of their passport (and visa if applicable) to HR prior to their interview and if appointed will be asked to bring the original documents in to be copied and verified before their start date.*

*Applications from candidates who require sponsorship to work in the UK will be considered alongside other applications. Applicants who do not currently have the right to work in the UK will have to satisfy UK Visas & Immigration regulations before they can be appointed.*

*Further information about Sponsorship and eligibility to work in the UK, can be found at: <https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-skilled-worker>*