

Biomapas is a functional and full outsourcing solution provider to the global life science industry, with key expertise in Clinical Trials, Regulatory Affairs and Pharmacovigilance. With headquarters in Lithuania and offices in Switzerland, Russia, Georgia, Ukraine, Poland, Kazakhstan and Sweden, Biomapas operations are spread over 5 continents, concentrated in Europe, Russia and former CIS region.

Biomapas is looking for proactive and details-oriented person to join Clinical Operation department as a **Clinical Trial Assistant** in **Ukraine (Kyiv)**.

Role responsibilities:

- Support of CO and Start up activities;
- Maintaining study files and performing regular quality check;
- Supporting with investigators payment;
- Maintaining and updating various systems and platforms used in clinical trials;
- Operational support for Clinical Operations department;
- Assisting CRAs and PM/PD on clinical trial related activities;
- Organizing clinical trial documentation and files oversight.

Role requirements:

- Preferable education of Science in health-related field;
- Experience working as a Clinical Trial assistant;
- Fluent English, Russian and Ukrainian languages;
- Experience with IT system related to Clinical Operations;
- Excellent Microsoft Excel skills;
- Attention to detail and time-management skills.

In Biomapas you will find supportive work environment with guarantee for professional and personal development, as well as competitive salary and benefits and many more initiatives that will make your daily office life comfortable.

Please apply to cv@biomapas.com

Thank you for your attention.

Be kindly informed that only selected candidates will be contacted.