

Clinical Research Coordinator, Pharmacy
University at Buffalo

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Posted Mar. 7, 2025, set to expire Jul. 3, 2025

Job Title	Clinical Research Coordinator, Pharmacy
Department	Transplantation Immunosuppressive Pharmacology Research Program
Institution	University at Buffalo Buffalo, New York
Date Posted	Mar. 7, 2025
Application Deadline	09/29/2025
Position Start Date	Available immediately
Job Categories	Research Scientist/Associate
Academic Field(s)	Pharmacology Biomedical Sciences
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Job Description

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Clinical Research Coordinator, Pharmacy

Position Information

Position Title: Clinical Research Coordinator, Pharmacy

Department: Pharmacy

Posting Link: <https://www.ubjobs.buffalo.edu/postings/45557>

Job Type:

Clinical Research Coordinator, Pharmacy University at Buffalo

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Part-Time

Posting Detail Information

Position Summary

The [Transplantation Immunosuppressive Pharmacology Research Program](#) (TIPRP) in the Department of Pharmacy Practice at the University at Buffalo (UB) is seeking a **Clinical Research Coordinator** to support the multidisciplinary research program in clinical pharmacology research of immunosuppression after kidney transplantation in collaboration with the UB-MD Nephrology Division at the Erie County Medical Center. The Clinical Research Coordinator will provide coordination for the TIPRP program and provide research tracking expertise to support the clinical pharmacology studies that includes providing accurate, efficient record keeping of collected specimen and management of the data obtained through these studies with administrative responsibilities in quality assurance.

Job Duties may include the following:

- Coordination and interface of the clinical research functions that include: study kit preparation; development and updates of standard operating procedures; quality assurance of research procedures and data.
- Coordination, submission of annual reviews and modifications of clinical studies to the University at Buffalo Institutional Review Board (IRB).
- Training and supervision of graduate, post-graduate and professional students relative to clinical study preparation, quality assurance and data entry management.
- Maintain the operation, qualification and calibration of laboratory equipment and facilities.
- Professional and effective communication with team members and collaborators regarding work related issues. Notify appropriate personnel, in a timely fashion when problems, delays, potential hazards and instrument malfunctions arise.
- Attend and complete training and certification sessions per the requirements of the TIPRP and the university.

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About The University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of Americas leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

As an Equal Opportunity / Affirmative Action employer, the Research Foundation will not discriminate in its employment practices due to an applicants race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

Minimum Qualifications

- Bachelor of Science in Biomedical Technology or Biomedical Sciences or equivalent with an emphasis on clinical laboratory science or clinical pharmacology research.
- Basic skill with Microsoft Office.
- Experience with data entry techniques using Excel and REDCap data management platform.
- Good verbal and written communication and organizational skills in a clinical research team setting.
- Familiar with proper laboratory and clinical documentation, safety, and etiquette.
- Familiar with documentation and maintenance procedures for equipment in a clinical research laboratory.
- General experience with quality assurance procedures for data management and training.

Preferred Qualifications

- A graduate of a Doctor of Pharmacy Program (or equivalent) with clinical research experience.
- Five years experience in a clinical research position.
- Intermediate computer skills, in Microsoft Office and Endnote and an ability to conduct literature searches using PubMed.
- Biomedical knowledge/ experience for safe handling and processing of biomedical specimen.
- Good technical writing skills.
- Completion of the web-based training Collaborative Institutional Training Initiative (CITI Program).

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Physical Demands

This position requires the individual to wear and work in personal protective equipment; to work with chemical, biological, pathogenic, and other hazardous materials; and to work in BSL-2 laboratory and hospital. This position requires that the individual is able to lift a minimum of 25lbs. and maneuver large, cumbersome equipment. This position requires that the individual be able to work in a typical regulated laboratory and hospital environment that requires standing, sitting, bending, reaching, kneeling, walking.

Salary Range

\$35.00 - \$50.00 per hour

Special Instructions Summary

Is a background check required for this posting?

Yes

Contact Information

Contact's Name: Rachel Poole

Contact's Pronouns:

Contact's Title: HR Specilaist

Contact's Email: repoole@buffalo.edu

Contact's Phone: 716-645-6042

Posting Dates

Posted: 09/29/2023

Deadline for Applicants: Open Until Filled

Date to be filled:

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University at Buffalo

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