WHO WE ARE

Cerba Research provides the highest quality specialized laboratory and diagnostic solutions while leveraging patient data and scientific insight to shape and advance clinical trials. With our global footprint and access to leading regional labs, data, patients, technology, and partnered resources, we support global biotech, pharma, and IVD organizations to improve the lives of patients around the world.

From the translation of preclinical to clinical, through commercialization, our expert scientists collaborate with you to optimize your therapeutic development and obtain critical insights earlier. We help accelerate your therapies through the development of highly specialized custom assays, deep biomarker expertise, and a passion for scientific innovation across complex therapeutic areas. Our global network of leading, specialty laboratories ensures you have access to quality data and can reach your patients. Together, we’ll improve patients’ lives around the globe.

WHO YOU ARE

The Trial Set-Up Associate (TSA) performs administrative tasks in support to the trial setup team during the setup of a trial and ad hoc database configuration for lab validation and dummy studies (both on a trial and a non-trial specific level).

RESPONSIBILITIES

- Technical preparation of the database for the Riqas program
- Technical preparation of the database for the dummy studies (e.g., lab connect, test validation)
- Coordination of dummy data
- Assist in coordination and follow-up the translation of leaflets
- Adapt the study-specific documents of a trial to the local situation for the other participating divisions in terms of transport conditions, sampling materials and contact addresses
- Develop and maintain procedures (including working instructions and layouts) to facilitate system set-up and delivery activities
- Handle general administrative tasks for the setup team
- Perform other tasks deemed necessary to assure good quality work according to standard operation procedures
QUALIFICATIONS

- Bachelor’s degree
- Accurate data administrator
- Flexible in dealing with problems
- Good communication skills
- Thorough knowledge of standard computer and Office applications
- Fluent in Dutch and English

CONTACT

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