

Research Associate
University at Buffalo, The State University of New York

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Posted Mar. 15, 2019, expired Jul. 15, 2019

Job Title	Research Associate
Department	Pediatrics
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Mar. 15, 2019
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Research Scientist/Associate
Academic Field(s)	Pediatrics - All Categories
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Job Description

The Department of Pediatrics, Chair seeks

- Manage multiple NIH funded studies including study transfers to UB.
- Lead and manage the grant and project efforts to perform all projects related activities according to project milestones/deliverables/budget in a manner consistent with the stated project timelines and deliverables.
- Maintain protocols, operation manuals and study forms. Ensure quality control of the study data: core facilities and the research enrollment and procedures at the participating sites.
- Ensure IRB compliance and oversee submissions including remote monitoring of the site study and regulatory materials.
- Oversee the data collection process and summary reports, data entry and query resolution and data analysis. Coordinate between the coordinating centers and the participating sites.
- Facilitate communication between study investigators, the NIH and the coordinating centers. This includes the training of the site study staff.

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- Serves as liaison to study investigators and study sites. Troubleshoot any issues that may arise throughout the studies/projects.
- Work with research budget personnel on financial issues and agency reports.
- Communicate on-going project status, potential issues, and timelines to principal investigator(s). Discuss the cultivation of any identified opportunities or roadblocks to the successful completion of the project.
- Help setup and manage the echo and biospecimen core facility at UB.
- Prepare dissemination of results through summary reports, manuscript writing and editing.
- Perform scientific investigation of content to support grants, journal activities, and other materials related to the projects.
- Participate in the development of abstracts, future grants and manuscripts and budgets. Assist with the research dataset analysis and management.
- Plan future protocols. Provide support in the development of study design and implementation.
- Coordinate and provide logistical and on-site support for scientific retreats, meeting, and conferences (in and out of town).
- Manage basic research laboratories to ensure compliance to proper lab policies and procedures.
- Assist with the development of abstracts and research presentations.
- Train and mentor graduate/undergraduate students.
- Oversee multiple monthly conference calls.
- Manage scientific writing groups.
- Collaborate with participating investigators, sites, and foundations.
- Perform other duties as assigned.

Contact Information

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

Contact