



Better treatments...
Better lives.

Quality Assurance Officer
Australasian Leukaemia & Lymphoma Group

An exciting role that facilitates the Quality Management System at the ALLG used to govern sponsorship of investigator-initiated clinical trials.

12-month Parental Leave cover
Part-time
Richmond

The Australasian Leukaemia & Lymphoma Group (ALLG) is the leading national cooperative group that specialises in establishing investigator-initiated clinical trials for patients with a haematological (blood) cancer. The successful candidate will be responsible for the development and maintenance of the Quality Management System (QMS) in line with regulatory requirements through developing, implementing and monitoring the quality activities at the ALLG for multisite clinical trials. This role requires exceptional knowledge of GCP, current clinical trial standards and regulations and very effective written and verbal communication skills.

The position is a part-time role (0.4EFT) for the 12-month parental leave cover.

Job Responsibilities:

- Write and facilitate the development of SOPs and related forms/templates for incorporation into the QMS
- Implement and maintain processes to ensure delivery of high-quality trials
- Evaluate the QMS in terms of compliance through auditing and feedback from the trial centre

Key criteria:

Essential

- Tertiary qualification in a medical, health or science field
- Expert in clinical trial procedures including data management
- Experience in project management, and preparing appropriate supporting documentation
- Excellent verbal and written communication skills, ability to foster activities across teams
- Strong working knowledge of GCP, Australian regulatory processes, and key differences with international regulatory processes
- Ability to deal with ambiguity, and develop pragmatic solutions to GCP compliance risk areas
- Sound skills in instructional technique
- Attention to detail
- Willingness to travel interstate as required

Desirable

- Experience with clinical trial data or clinical trial electronic data capture platforms
- Ability to program eCRF Marvin software

The ALLG, as a not-for-profit organisation, offers salary packaging entitlements.

For further information or to request the position description, contact Marina Mullins, ALLG Operations Manager at marina.mullins@allg.org.au

To apply, send your CV and a cover letter addressing the key criteria to marina.mullins@allg.org.au by 5pm 24MAY2019