



Sr. Data Manager or Data Associate Director in Tokyo, Japan

PEOPLE, PURPOSE and PASSION.

Medpace is a scientifically-driven, global, full-service clinical contract research organization (CRO) providing Phase I-IV clinical development services to the biotechnology, pharmaceutical and medical device industries. Medpace's mission is to accelerate the global development of safe and effective medical therapeutics through its high-science and disciplined operating approach that leverages regulatory and therapeutic expertise across all major areas including oncology, cardiology, metabolic disease, endocrinology, central nervous system and anti-viral and anti-infective. Medpace is headquartered in Cincinnati, OH, USA. Medpace employs approximately 5,000 people across 41 countries. The Tokyo, Japan office was opened in January 2018 and employs more than 140 people.

Job Description/Responsibilities

- Develop and maintain CRF specifications, CRF Completion Guidelines, the Data Management Plan, External Database Import Specifications, Data Management Guidelines and Edit Check Specifications
- Responsible for oversight of EDC system development and validation
- Responsible for oversight of project deadlines for all Data Management activities
- Coordinate communication with external database providers for data transfers
- Coordinate clinical coding procedures and required dictionary updates; and
- Coordinate overall Data Management by serving as the primary contact for the Sponsor, external data providers and all project team members
- People management and development

Requirements / Qualifications

- Bachelor's degree and at least 3-5 years of experience as a Data Manager
- Line management experience
- Fluent in Japanese and English
- Health-care industry experience is preferred

Perks

- Flexible work hours/week
- Opportunities to work from home
- Collaborative, supportive and well-integrated global department

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