The Swiss Tropical and Public Health Institute (Swiss TPH) is a world-leading institute in global health with a particular focus on low- and middle-income countries. Associated with the University of Basel, Swiss TPH combines research, services, and education and training at the local, national and international level. About 850 people from more than 80 nations work at Swiss TPH focusing on infectious and non-communicable diseases, environment, society and health as well as health systems and interventions.

The Clinical Operations Unit is a well-established Clinical Research Service Provider integrated within the Institute. Through our wide network of collaborators, partners and experience, we understand the barriers to delivering clinical trials in difficult settings. We offer strategic, customized and optimized solutions to deliver high quality, high performing clinical trials and meet populations’ needs. This is a unique opportunity to join a multicultural, dedicated team, working in a stimulating academic environment with in-depth scientific expertise in the field of poverty related diseases. We are seeking a self-motivated, enthusiastic

**Clinical Research Associate (80-100%)**

The key function of this post would be to support the project responsible(s) in the successful management of clinical trials.

Your responsibilities include:

- Supporting project management in the planning and organisation, conduct and monitoring of clinical trials
- Conducting initiation, monitoring and close out visits of clinical trials
- Conducting remote and centralised monitoring
- Preparing study documentation for ongoing & upcoming clinical trials
- Contributing to clinical trial administration (tracking, filing, etc)

You should have the following experiences and skills in:

- Background in pharmacy, life or medical science specialty
- Basic knowledge of ICH-GCP and clinical research
- Fluent in English and either fluent in French or German, spoken and written
- Sound working knowledge of MS office applications (Word, Excel, Powerpoint)
- Flexibility & willingness to travel up to 20% to resource limited countries
- Team player with good communication skills
- Precise working style
- Ability to work independently
- Interest in tropical diseases
Swiss TPH an equal opportunity employer committed to excellence through diversity.

**Please submit your application online via the link provided below.**

If you are interested, please submit your application with:

- CV
- Motivational letter
- Reference letters and diploma
- Salary expectations
- Names and contact information (email or phone) of 3 references

Please note that we can only accept applications via our online recruiting tool: [https://recruitingapp-2698.umantis.com/Jobs/All](https://recruitingapp-2698.umantis.com/Jobs/All). Applications via e-mail or external recruiter will not be considered.

**Contact:**

Interested applicants may contact Sonja Bühler before application with open questions (+41 61 284 87 78).

You can find out more about our recent achievements here: [https://issuu.com/communications.swisstph/docs/19097_swiss_tph_jahresbericht_e_digital?fr=sNDNIZjE0MTg4ODA](https://issuu.com/communications.swisstph/docs/19097_swiss_tph_jahresbericht_e_digital?fr=sNDNIZjE0MTg4ODA)

[https://issuu.com/communications.swisstph/docs/gzd2_stph_image-broschuere_2019_e?fr=sYzQ1NTcxNzA5Nw](https://issuu.com/communications.swisstph/docs/gzd2_stph_image-broschuere_2019_e?fr=sYzQ1NTcxNzA5Nw)

**Job Profile:**

Start Date: ASAP or upon agreement

Location: Basel, Switzerland

Duration: limited to initially one year

Percentage: 80-100%

Travel Required? Yes, up to 20% to resource limited countries