Senior Research Veterinary Technician - Department of Research
Tufts University

Job Title	Senior Research Veterinary Technician - Department of Research
Department	Clinical Research Shared Resource
Institution	Tufts University Medford, Massachusetts
Date Posted	May 6, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Veterinary Medicine - General
Job Website	https://jobs.tufts.edu/jobs/21855?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

The Clinical Research Shared Resource (CRSR) facilitates the development and implementation of clinical trials, including subject recruitment, regulatory processing, data collection, and protocol management services. The CRSR's responsibilities include protocol coordination and implementation, data management, development of clinical trial budgets, internal auditing, and clinical trial education. The CRSR has more than 30 active clinical trials (refer to http://sites.tufts.edu/vetclinicaltrials/).

What You'll Do

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The Senior Research Veterinary Technician's primary responsibility will be to carry out veterinary technician duties that assist with clinical trials, performing study procedures according to approved CRSR clinical trial protocols. The position provides general support to all clinical research trials.

Essential Functions as a Senior Research Veterinary Technician for CRSR will be:

Carry out veterinary technician duties that assist with clinical trials which may include any / all of the following:

- Assist with clinical trial patient care by restraining, blood collections, placing IV catheters, administering medications, and other basic nursing care, etc.
- Collect and process patient samples for pharmacokinetic and pharmacodynamics analysis.
- Communicate with referring DVMs and clients on recruitment and enrollment of clinical trial patients.
- Assist in tracking and reporting adverse events to principal investigators (PI's) and sponsors.
- Assist with collecting and processing patient specimen samples according to standard operating procedures.

Provide general support to the CRSR (including but not limited to):

- Schedule and track study patients.
- Prepare and work with study monitors during monitoring visits.
- Work closely with the accounting department to assess patient charges and ensure proper billing procedures.
- Collaborate with PI's to coordinate study details.
- Assist with identifying and consenting potential patients according to protocol eligibility.
- Work with other clinics and universities with respect to managing multicenter clinical trials.
- Support activities to ensure study compliance with Good Clinical Practice (GCP) and IACUC.
- Working with the online data capturing system-REDCap to generate studies and capture data.
- Generate case report forms, capture data for clinical trial patients, and provide interim study updates to sponsors and PI's.
- Assist with office duties including copying, filing, printing, entering data, preparing binders, etc.
- Assist with monitoring communications (e-mails, phone calls).
- Assist with generating SOPs as assigned.

Assist investigators with necessary training requirements and approval (including but not limited to):

- Provide support to study staff when completing their IACUC, GCP or other training.
- Track and notify staff when training certificates have expired.
- Assist PIs with CSTS, IACUC and other necessary regulatory approval processes.
- Orientation of new faculty/staff with respect to SOPs associated with clinical trials in client owned animals.
- Other duties as assigned.

What We're Looking For

Basic Requirements:

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- Degree in Veterinary Medical Technology and certified as a veterinary technician, or CVT eligible. Technician skills both as a restrainer and obtaining samples along with medical terminology, general nursing care and knowledge.
- Familiarity with correct laboratory practice and protocols for sample collection.
- 3 years related experience.
- Ability to work in a busy sometimes stressful, pressured environment. Comfortable working independent as well as part of a team. Learn quickly, implement procedures and take initiative when necessary.
- Ability to problem-solve, handle clinical emergencies and interact with a variety of people.
- Computer experience required, specifically familiarity with Microsoft Office programs including Microsoft Word, Excel, and Powerpoint.
- Ability to lift up to 25 lbs. with or without accommodation.

Preferred Qualifications:

- Familiarity with electronic medical records and electronic data capture systems.
- Experience with social media outlets.

Pay Range

Minimum $26.70, Midpoint $31.80, Maximum $36.80

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

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

Contact

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