



Department of
Health



Clinical Trials Manager

Salary: HSO Level G8 \$114,368 - \$118,402 p.a.

Location: Nedlands

Unit/Division: Sir Charles Gairdner Hospital -> Medical Oncology Clinical Trials Unit

Work Type: Fixed Term - Full Time

Position No: 00008228

Closing Date: 2019-03-25 4:00 PM

Attachments: - [clinical trials manager cg008228 level g8 january 2019.pdf](#)
- [hss - applicant information package \(lattice version\).pdf](#)

This is a Fixed Term Full Time appointment for 2 years, with the possibility of extension(s).

WA Health is committed to eliminating all forms of discrimination in the provision of our service. We embrace diversity and strongly encourage applications from Aboriginal and Torres Strait Islander peoples, people from culturally diverse backgrounds and people with disabilities.

WA Health supports flexible working practices within the context of a quality health service. WA Health is committed to a smoke free environment across all buildings, grounds and vehicles.

Other Conditions: WA Health engages staff in positions of trust and responsibility. WA Health policies require applicants to undertake criminal records screening and integrity checking as part of the appointment process. Referees may also be asked to comment on an applicant's integrity and past demonstration of ethical behaviour.

Whilst this selection process will initially be used to fill the above vacancy, it may also be used to fill other "similar" vacancies throughout the health service. In addition to this, should the successful applicant decline or vacate the advertised vacancy, then the next most suitable applicant may also be selected from this process. Both of these options remain valid for a period of six (6) months from when the authorised delegate endorses the recruitment decision.

Position Profile: We are seeking to appoint a suitably experienced and enthusiastic person to the position of Clinical Trials Manager at Sir Charles Gairdner Hospital.

In this role you will manage the physical, financial and human resources of the Medical Oncology

Clinical Trials Unit. This includes:

- Being responsible for the operational management of all staff in the Clinical Trials Unit.
- Being responsible for the delivery and management of direct and indirect patient care and associated data collection for clinical research studies undertaken in the Unit, in accordance with the Therapeutic Goods Administration (TGA) Note for Guidance on Good Clinical Practice (CPMP/ICH/135/95) and the National Health and Medical Research Council (NHMRC) National Statement on Ethical Conduct in Research Involving Humans.
- Ensuring GCP-compliant operation of the Unit, trial selection, data collection and protocol submissions.
- Developing and maintaining effective working relationships with internal and external stakeholders including clinical trial sponsors, contract research organisations, clinicians, Human Research Ethics Committees (HRECs), the NHMRC Clinical Trials Centre and National/International Clinical Trial Groups.
- Being responsible for contract negotiations, protocol budgets and Clinical Trials Unit cost centres.

Area Profile: Sir Charles Gairdner Hospital (SCGH) is one of Australia's leading teaching tertiary hospitals. Located at the Queen Elizabeth II Medical Centre 4km from Perth city centre, SCGH provides a comprehensive range of clinical services including trauma, emergency and critical care, orthopaedics, general medicine, general surgery, and cardiac care. It is home to WA's only comprehensive cancer centre - the largest cancer treatment centre in the State - and is the State's principal hospital for neurosurgery and liver transplants.

Employee Benefits: In addition to the great salary our employees enjoy an amazing range of benefits which may include (in line with operational requirements):

- 9.5% employer contributed superannuation into a fund of your choice. For further information go to: <http://www.treasury.wa.gov.au/superannuation.aspx>
- Access to generous salary packaging arrangements
- Professional Development Opportunities and Study leave/assistance
- Flexible working arrangements
- Flexible leave arrangements
- Other professional and location based allowances

Selection Criteria: Please see the attached Job Description Form (available online at www.jobs.health.wa.gov.au).

For Further Job Related Information: We encourage you to contact Professor Michael Millward via email: michael.millward@health.wa.gov.au

If you experience difficulties while applying online, please contact Employment Services on 1300 553 680 for immediate assistance during business hours.

Application Instructions: Applicants are requested to apply online (www.jobs.health.wa.gov.au).

It is preferable for your referee to be a current supervisor or manager.

Applicants are advised to write a covering letter outlining your suitability for this position, write a statement addressing the selection criteria and provide a detailed curriculum vitae which summarises your experience and how you are able to meet the position requirements. These documents should be complete and ready to attach prior to applying online. Please ensure you allow sufficient time to complete the online application process as you will be required to answer various questions and attach your documentation.

Lodgement is system generated. Any submissions on, or after, 4:00pm will not be accepted.

LATE OR EMAIL APPLICATIONS WILL NOT BE CONSIDERED.