Jaylean Fundora

Clinical Research Assistant

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(717) 447-7519
1234 Elm Street, Albuquerque, NM 87106

EDUCATION

Bachelor of Science in Clinical Research at University of New Mexico

Sep 2017 - May 2021

I have learned how to design clinical research studies, how to monitor clinical trials, and how to analyze data from clinical studies.

LINKS

linkedin.com/in/jayleanfundora

SKILLS

- Clinical research
- Medical knowledge
- Good communication skills
- Organizational skills
- Writing skills
- Computer skills

LANGUAGES

- English
- Urdu

HOBBIES

Organizing
Crafting
Reading

PROFILE

I am a Clinical Research Assistant with over 1 year of experience in the field. In my previous role, I was responsible for conducting clinical research trials and coordinating all aspects of the trial process. I have also gained valuable experience working with IRBs and sponsors. In addition to my clinical research experience, I have a strong background in data analysis and management

EMPLOYMENT HISTORY

Clinical Research Assistant at University of New Mexico, NM

Mar 2022 - Present

- Led the clinical research for a study on the effects of a new medication on patients with chronic pain, which resulted in published findings in The Journal of Pain.
- Managed all aspects of patient care for a study on the efficacy of a new cancer treatment, which led to an increase in patient enrollment by 20%.
- Conducted weekly meetings with the research team to discuss progress and identify areas for improvement for an ongoing clinical trial.
- Monitored patient vitals and administered medications according to protocol for a clinical study on heart disease.
- Assisted in the development of new research protocols and Standard Operating Procedures (SOPs) for future studies.

Clinical Research Associate at Lovelace Biomedical & Environmental Research Institute, NM

Jul 2021 - Feb 2022

- Negotiated and created contracts with 15 new clinical research sites.
- Monitors assigned studies to ensure adherence to Good Clinical Practices and ICH Guidelines.
- Reviewed and verified accuracy of all study documentation including case report forms, source documents, patient profiles, etc.
- Managed study start-up activities at assigned sites which includes IRB/IEC submission and approval, site initiation visit (SIV), training of site personnel on GCPs/ICH Guidelines and proper document handling.
- Assisted in the development of clinical trial protocols, informed consent forms (ICFs), case report forms (CRFs), monitoring plans, manuals of procedures (MOPs).

CERTIFICATES

Certified Clinical Research Assistant (CCRA)

Feb 2021

Certified Regulatory Affairs Specialist (CRAS)

Oct 2019