Human Subjects Research Coordinator (Req#6994)

School of Health Sciences, Purdue University

Job Summary
The Human Subjects Research Coordinator will research experiments under the direction of the principal investigators based on research objectives in environmental health and related disciplines. The coordinator will assist principal investigators in developing, designing and implementing research plans; manage data and compile results; assist the principal investigators in performing human subject sample collection, environmental sampling, administering questionnaires and other items for the collection of human subjects’ data; participate in preparation of all oral and written communication including articles for grant proposals, IRB application, recruitment, conference presentations, reports to sponsors, and publications; and may oversee undergraduate students or service staff concerning research on a day-to-day basis.

Required:
- Bachelor’s degree in biomedical health sciences, epidemiology, public health, environmental health, radiological health, toxicology or closely related field
- Experience with data management
- Interpersonal skills to effectively collaborate with others
- Strong verbal and written communication skills
- Experience using Microsoft Office Software
- A valid US or Canadian driver's license
- Ability to travel domestically to study locations and conferences
- Ability to maintain a flexible work schedule, including nights and weekends
- Ability to lift and carry 10 to 25 pounds frequently and up to 40 pounds occasionally

Preferred:
- Able to speak, write, read, and understand thoroughly both Spanish and English languages
- Six (6) months of research experience involving human subjects, environmental sampling, or analysis of clinical or human samples

Additional Information:
- Purdue will not sponsor employment authorization for this position
- A background check will be required for employment in this position
- FLSA: Exempt (Not Eligible For Overtime)
- Retirement Eligibility: Defined Contribution Waiting Period
- Purdue University is an EOE/AA employer. All individuals, including minorities, women, individuals with disabilities, and veterans are encouraged to apply.

Internal Candidates:
https://performancemanager8.successfactors.com/sf/jobreq?jobId=6994&company=purdueuniv&username=

External Candidates:
https://career8.successfactors.com/sfcareer/jobreqcareer?jobId=6994&company=purdueuniv&username=