



Since 1990, METRONOMIA Clinical Research GmbH represents quality, competence, continuity and absolute customer orientation. We are a growth-oriented, mid-sized company that offers expert Biostatistical, Data Management and Medical Writing services in clinical research and serves international clients and projects from various industries including pharmaceutical, biotech and medical devices. Our clients value the competence and commitment of our employees, the basis of Metronomia's success. Come and join us as:

## Director Medical Writing (m/f/d)

### Your responsibilities

- You lead the Medical Writing team to ensure timely delivery of high-quality documents such as clinical study reports, clinical study protocols and development- / periodic safety update reports.
- You are responsible for prioritization, workload distribution and resource planning, with the aim of ensuring both adequate assignment of resource to projects and balance of workload across the team.
- You contribute to medical writing and quality control of documents such as clinical study reports, clinical study protocols and development/periodic safety update reports.
- You attend/lead project related calls, regular client status calls and medical writing team meetings.
- You maintain comprehensive knowledge of regulatory guidelines, trends and standards in medical writing and clinical research and attend conferences.
- You recommend, assist and actively contribute to the development and improvement of SOPs and standards including processes and all relevant document templates.
- You represent medical writing in regulatory inspections and sponsor audits.

### Your qualification

- You provide longtime extensive experience in regulatory medical writing in clinical research, especially protocols and CSR's.
- You have advanced word processing skills, including MS Office, software and systems knowledge in document management systems.
- Excellent written and oral English.
- You excel in hands-on medical writing skills as well as ability to handle team, timelines and task oversight.

### We offer you

- An attractive salary and extensive social benefits.
- Highly motivated and qualified colleagues and an open, respectful and collaborative atmosphere.
- Extensive onboarding training and development opportunities via internal and external trainings.
- An attractive workplace with work-life balance and family friendliness

**Interested? Apply here!**

Upload a comprehensive application, your availability and your salary expectations. Please note that Metronomia uses the "Recruiter on demand" service from Constares GmbH to support the management of applications.

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