

Medical Information Specialist

HR Consulting Partners is a boutique human capital company with a main goal to provide highest quality services for both - talents and employers, optimizing time and efforts for both sides.:

Due to current campaign, you will receive 7000 EUR Joining Bonus if you are able to start in the period up to August 2021.

For our client we are looking for medical information specialists for its growing Medical Communications department.

Responsibilities

Receiving medical information enquiries through various communication channels and documenting them in the appropriate database

- Triaging and responding to the medical enquiries using client approved resources
- Identifying, capturing, reporting, and following up on adverse events and product complaints in compliance with established timelines and organizational, client and regulatory guidelines
- Maintaining and demonstrating advanced knowledge of project and corporate policies and procedures
- Attending team and client meetings
- Performing assigned peer quality reviews
- Performing other ad-hoc activities according to company's and client procedures

Requirements

- A degree in a scientific discipline or life science degree e.g. Medicine, Pharmacy, Veterinary medicine or Dentistry.
- Fluency in German and English
- Capability to efficiently use computer systems (hardware and software)
- Organizational and time management skills
- Attention to detail
- Customer service oriented - compassionate, empathetic, patient
- Ability to work independently as well as part of a team
- Ability to maintain a positive and professional manner in challenging circumstances

The Client Offers:

- Competitive corporate benefits package, including health and dental insurance and various retail discounts
- Well organized onboarding and training period, with extensive support from experienced medical information specialists and the management team
- Opportunities to take additional training and responsibilities if you would like to expand your skillset and boost your career development
- Genuinely friendly, helpful, cooperative, and supportive multicultural team environment
- A great work-life balance

The submission of personal data is voluntary, it is processing, use in the recruitment process and safe-keeping will be in compliance with the provisions of the Law for protection of personal data. "HR Consulting Partners" LTD in its capacity of administrator of personal data ensures full protection.

Contact: office@hrcp.bg

