



Cambridge, MA 02139



(123) 456-7890



email@example.com



Portfolio

KEY SKILLS

- Grant writing
- IRB coordination
- Protocol design
- Multi-site management
- Compliance

Eric Clark

Research program manager with six years of experience in academic and industry-sponsored studies. Skilled in grant management, protocol design, and multi-site coordination.

PROFESSIONAL EXPERIENCE

RESEARCH PROGRAM MANAGER

BIOGEN LABS , CAMBRIDGE, MA | MAY 2018 – PRESENT

- Manage a \$5 M annual research portfolio across 10 academic partnerships
- Secure \$2 M in NIH and private grants through proposal development
- Oversee IRB approvals, achieving a 100% compliance record

STUDY COORDINATOR

BIOGEN LABS , CAMBRIDGE, MA | JULY 2015 – APRIL 2018

- Coordinated logistics for three phase-I drug trials, enrolling 120 participants
- Maintained data-collection integrity, reducing query rates by 30%

EDUCATION

M.S. in Clinical Research

Harvard T.H. Chan School of Public Health , Boston, MA | May 2015

B.S. in Biology

University of Connecticut , Storrs, CT | May 2013