

## Research Assistant at the Jewish General Hospital (PMT Agent)

### Project:

Work on the Personalized My Treatment (PMT) initiative: a central cancer patient consent protocol for longitudinal tissue sample collection, curation of clinical data, molecular profiling and clinical trial matching across the country. The PMT initiative is sponsored by Exactis Innovation. For more information, visit [www.exactis.ca](http://www.exactis.ca).

### Key responsibilities

- Be the main contact person between Exactis and the Jewish General Hospital.
- Identify eligible participants in various oncology departments.
- Perform informed consent discussions and ensure completion of the informed consent document according to Exactis and institutional standards.
- Perform data entry by transcribing source documentation from the medical record into the PMT web portal.
- Ensure study documentation is maintained according to Exactis and institutional standards.
- Comply with Exactis and institutional standards in regard to training and all other study procedures.
- Ensure the security and confidentiality of participants' data.
- Report any serious problems to Exactis.

NOTE: This section is neither exhaustive nor comprehensive, and is intended as a general description of the nature of the work to be done for this position. It should not be seen as a full and complete list of all the tasks and responsibilities required for this position. The incumbent may occasionally be asked to perform certain tasks off mandate and as needed.

### Qualifications:

- Degree in medical sciences
- Bilingual, French and English (written and oral)
- Knowledge of oncology field is an asset
- Excellent interpersonal and communication skills
- Capable of working with minimal supervision
- Excellent organization and meticulous

### Working conditions:

- Regular full time position (35h hours/week)
- This position is under Dr. Mark Basik's supervision
- Competitive salary and benefits
- This position is available immediately

Pease send your CV to Adriana Aguilar ([adriana.aguilar@mail.mcgill.ca](mailto:adriana.aguilar@mail.mcgill.ca)).