



## Study Startup Specialist

PSI CRO Japan株式会社での募集です。 臨床開発モニターのご経験のあ...

### Job Information

**Recruiter**

JAC Recruitment Co., Ltd.

**Hiring Company**

PSI CRO Japan株式会社

**Job ID**

1583477

**Industry**

Contract Research Organization

**Company Type**

International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards

**Salary**

5 million yen ~ 8 million yen

**Work Hours**

09:00 ~ 18:00

**Holidays**

【有給休暇】初年度 入社時最大10日（入社月によって異なる） 入社7ヶ月目には最低10日以上 【休日】完全週休二日制 土 日 ...

**Refreshed**

March 19th, 2026 15:23

### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

Permission to work in Japan required

### Job Description

【求人No NJB2302347】

Take your career to the next level and lead challenging study activation process on a country/regional level. You will support clinical research teams and ensure PSI projects start smoothly and on time.

You will:

Maintains study specific and corporate startup tracking systems

Facilitates site budgets and contract negotiations  
Supports site regulatory document collection  
Under supervision may prepare initial submission dossiers to competent authorities ethics committees and/or site submission dossiers (as applicable)  
Communicates with the project team and investigational sites throughout the study startup phase  
Develops site specific startup timelines and enrollment projections and is responsible for meeting the site activation milestones  
May review study specific translations  
Supervises Trial Master File (TMF) maintenance throughout the study startup phase

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## Required Skills

College/University degree in Life Sciences or an equivalent combination of education training and experience  
2-3 years prior clinical study and site startup experience  
Well developed communication and organizational skills  
Ability to negotiate and build relationships at all levels  
Leadership mentoring and organizational skills  
English and Japanese skills (High Business level to Fluent)

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## Company Description

PSI is a leading Contract Research Organization (CRO) with over 25 years of experience in the pharmaceutical industry. Originating from Switzerland PSI is a privately owned full service CRO with a global reach supporting clinical trials across multiple countries and continents. Our reputation for being highly selective about the projects we undertake highlights our commitment to delivering high quality timely services across a broad spectrum of therapeutic indications. In an industry where cost cutting and layoffs are common PSI stands out as a stable and secure workplace. Our dedication to stability is evident in our exceptionally high repeat and referral business rate and minimal staff turnover. Many of our colleagues have been with us for over 15 years contributing to our long standing traditions and history. Our expansion into Japan continues this legacy and we seek team members who will grow with us for the long term. At PSI we foster an environment where a diverse range of colleagues feel welcomed and valued. Our inclusive culture is a cornerstone of our success enabling us to attract and retain top talent globally. We are not just about conducting clinical trials; we are about building a community where every team member has the opportunity to thrive and contribute to groundbreaking advancements in the pharmaceutical industry.