About Tevogen Bio

Tevogen Bio Inc. is a late-stage clinical biotechnology company with a rapidly advancing diversified product pipeline and broad research portfolio. The research pipeline includes off-the-shelf, allogeneic genetically unmodified precision CD8+ T Lymphocyte therapeutics for the treatment of common cancers, neurologic diseases, and difficult to eradicate serious viral infections.

Tevogen leadership believes that personalized immunotherapies which are accessible to the masses are the next frontier of medicine, and a disruptive business model is necessary to increase the pace of medical innovation. Core to company's successful biopharma business model is its culture of Creativity, Optimism, Respect, Equality, and keen focus on continuous process improvement as well as organizational and manufacturing efficiency.

Job Description

Job Title: Clinical and Translational Research Scientist
Work Location: Tevogen R&D Center, Philadelphia, PA 19107
Division/Department: Research and Development
Reports to: Chief Scientific Officer
Position: Full-time, Exempt

Essential Duties and Responsibilities:

The overall purpose of the Clinical and Translational Research Scientist position is to assist Tevogen's research leadership in the identification and establishment of new research opportunities and initiatives including the establishment of new external collaborative efforts and in monitoring the performance of ongoing research activities. This will include, but not be limited to assisting with literature monitoring and review, writing new protocols, managing and organizing data, scheduling meetings with internal and external researchers, contributing expertise in the development of study data reporting and specimen requirements, and providing knowledge regarding FDA requirements especially as they affect protocol development. Technical skills as they relate to working with databases, statistical, and reference management programs are also desired in this position. Responsibilities also include liaison activities with the laboratory branch of the company, recruitment and training of new staff, and quality assurance of data independently or in conjunction with a contract research organization (CRO). Specific functions include:

- Ongoing surveillance of literature publications pertinent to protocol development areas or other areas of the company's interest including downloading and maintaining a collection of relevant publications.
- Summarize and organize outside research findings
- Upkeep reference manager
- Organize R&D electronic folders
- Review developing protocols
- Analyze protocols for the feasibility of data and specimen requirements
- Review FDA requirements as they relate to developing protocols as needed
- Download necessary programs to assist in departmental functioning
- Organize the company's peptide library

- Schedule meetings with outside researchers and company representatives as appropriate
- Quality assurance activities as they relate to incoming data to be performed independently or in conjunction with a CRO
- Perform related research duties as assigned by supervisor
- Maintain compliance with all company policies and procedures

Education and/or Work Experience Requirements:

- Knowledge in protocol development and regulatory requirements
- Knowledge in maintenance of research databases
- Ability to review on-line data such as FDA regulations, published scientific data and apply it to protocol development
- Excellent organizational skills
- Excellent verbal and written communication skills, including ability to effectively communicate with internal and external customers and colleagues
- Excellent computer proficiency (MS Office – Word, Excel and Outlook)
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices
- Bachelor's degree or higher preferred
- 2+ years in a research coordinator or similar position

Physical Requirements:

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards.
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA and other federal, state and local standards
- Physical attendance in the workplace when critical deadlines approach and at least 3 times weekly on a regular basis
- Rare travel to main company headquarters

We are proud to be an Affirmative Action/EEO Employer. EOE Minorities/Females/Protected Veterans/Disabled.

Prospective new hires for this position must be fully vaccinated against COVID-19 as a condition of employment. Vaccine verification will be required on your start date unless an exemption has been approved by the Company as a medical or religious accommodation.

We maintain a drug-free workplace and perform pre-employment substance abuse testing.

Please submit your resumes to careers@tevogen.com