

# Scientific Coordinator Internship native speaker

Medical Sciences, Natural Sciences

[UNIVERSAL MEDICA GROUP](#)

France  
Saint-Cloud (next to Paris)

**Period:** 1 Mar, 2017 to 30 Aug, 2017

**Post date:** 8 Jul, 2016

**Deadline:** 15 May, 2017

## • Internship details

### General information

**Duration:** 6 months

**Commitment:** Full-time

**Description:**

**Date of beginning :** As soon as possible

**Location :** Saint-Cloud (92)

Missions

Under the responsibility of the project managers, you will be integrated into our team of medical and scientific information. In this frame you will be brought in:

- Answer the demands(requests) of the patients / healthcare professionals (phone or written);
- Bring the answers suited regarding good use of the products of health in accordance with the F.A.Q. and RCP of products by phone, mail, email;
- Identify and notify the cases of pharmacovigilance and the complaints "quality".
- To insure the traceability completes of the activity;
- Update databases and management tools of Projects;
- Prepare the internal / external reportings, the dashboards;
- Participate in crisis units: making telephone calls, reception of calls, mailing or of emailing...

Secondly, you can assure the training of internal collaborators on certain therapeutic areas and on medicine.

### Profile

You have a Scientific superior education, you possess an experience of at least 1 year (inclusive internships) in a high value-added sector and wish to join a dynamic and innovative structure.

You are native / bilingual in one (or several) of the following languages : **English, German, Italian, Portuguese, Dutch, or Spanish;**

- You master also French;
- You show an excellent sense of the communication;
- You have a sense of the customer relationship and look for the human contact ;
- Senses of the organization, the dynamism are qualities recognized during your experiences ;

You have an excellent control(master's degree) of the computing tools.

**Compensation:**

Financial compensation

Accommodation

Transportation costs

Other

**Link:**

<http://www.universalmedica.com/en/career/>

**Keywords**

multilingual spanish dutch german italian english portuguese medical pharmaceutical sciences

**Additional Information**

This internship can start asap but also all along the year. Thanks for sending your application (CV, cover letter) under the reference 2016-\_-ST-SC-Mult to

recrutement@universalmedica.com or directly on our website on the right offer:

<http://www.universalmedica.com/en/career/>

**Languages x 2 from:**

English: Proficient User C2

Dutch: Proficient User C2

French: Independent User B1

German: Proficient User C2

Italian: Proficient User C2

Portuguese: Proficient User C2

Spanish: Proficient User C2

**Level of Studies:**

Master