

Clinical Research Associate (CRA) evolving toward Study Coordinator

Clinical Research Department

(Life Science / Biotech area)

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JOB LOCATION	Cilcare, 378 rue du Professeur Blayac 34080 Montpellier France
STARTING DATE	June-July 2026
CONTRACT TYPE	Permanent full-time
MORE INFO	www.cilcare.com

About Cilcare

Founded in 2014 by a trio of visionary French women—Celia Belline, MS, Marie-Pierre Padelou, Pharm.D., and Sylvie Pucheu, Ph.D.—Cilcare has emerged as a pioneering biotechnology firm with a focus on auditory sciences. With its operational hubs strategically located in Montpellier, Paris, and Boston, the company has swiftly ascended to a leadership position on the global stage in the field of hearing science, exhibiting unique expertise in the preclinical and clinical evaluation of therapies for hearing. Cilcare's team is experienced with a track record of over 100 deals worldwide and is composed of highly qualified doctors and engineers with rare skills including electrophysiology, electroacoustics, histopathology, micro-surgery of the inner ear, biology, clinical research, data science, and Artificial Intelligence. Its scientific excellence is recognized globally by renowned Key Opinion Leaders, some of whom are part of its Scientific Advisory Board.

Cilcare's core mission is to forge groundbreaking solutions for individuals grappling with hearing disorders, considering hearing being not only the capacity to hear or understand speech but an entry point to global health that can play a key role in the era of a medicine increasingly integrating prevention in its fundamentals.

"At the core of our mission is the unwavering commitment to enhancing the lives of patients by safeguarding or restoring a fundamental sense: hearing. This pursuit is not merely a business objective; it embodies a profound public health imperative. Throughout every facet of our organization, we recognize the weight of this responsibility."

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Position Overview

We are seeking a motivated **Clinical Research Associate (CRA)**, for a full-time permanent position (CDI) to contribute to the development of Cilcare's clinical research projects, with a potential evolution to **Study Coordinator**.

The applicant will join the Early Stage Clinical Research Department, focusing on observational studies and translational research, and participate in the development and management of early-stage observational clinical studies. Working within a multidisciplinary environment involving clinicians, scientists and data specialists, the applicant will contribute to the continuous improvement and expansion of the our research portfolio.

The primary mission will focus on study management and coordination, including clinical study monitoring, interactions with patients and clinical teams, documentation and quality control. This involves performing and monitoring auditory and electrophysiological measurements, participate in the life cycle of clinical research studies, coordinating with the partner hospitals to streamline patients' inclusions.

We offer a growth path to a Project coordinator role, involving operational study planning, interface with service providers, participation in study design and regulatory submissions, and presentation of research results in national or international congresses. Participation and support in the interventional research department is possible.

This position provides an opportunity to work at the intersection of clinical research, preclinical (animal) research and biomarker discovery, contributing to innovative tools supporting auditory and interventional clinical studies.

Key Responsibilities

Reporting to the Clinical Project Manager and the Director of Translational Research, you will play a central role in the operational conduct of our clinical studies, from site initiation through investigator site follow-up.

Clinical Study Monitoring

- Participate in the set-up, follow-up, and closure of investigator sites, working directly with hospital teams.
- Verify data compliance (CRF / eCRF) and collection quality against the protocol, SOPs, and applicable regulations.

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- Manage the follow-up of deviations, adverse events, and corrective actions with investigators.
- Coordinate the scheduling of operators in connection with on-site auditory measurement planning.

Interaction with Patients and Clinical Teams

- Work closely with investigators, hospital CRAs, clinical research nurses, and other healthcare professionals involved in the studies.
- Participate in performing and quality-checking specific physiological measurements required by the protocol (e.g., audiometry, electrophysiological measurements).
- As needed, contribute to training sites on interventional study protocols.

Documentation and Quality

- Prepare and maintain up-to-date Trial Master Files (TMF) and Investigator Site Files (ISF).
- Track monitoring reports, visit reports, and query resolution follow-ups.
- Contribute to drafting and reviewing study documents (protocols, operational manuals, monitoring plans) in collaboration with the Project Manager.

Contribution to Project Coordination (Growth Path)

Depending on the candidate's profile and experience, the following responsibilities may be integrated from the outset or gradually:

- Support operational study planning (timelines, milestones, budget tracking).
- Interface with service providers (CROs, central laboratories, device suppliers).
- Prepare study steering committee meetings and report to management.
- Participate in study design and the preparation of regulatory submissions (ANSM, CPP) in liaison with regulatory affairs.
- Possible presentation of research results at national or international congresses.

Qualifications

We are looking for a motivated, curious, and rigorous candidate to support the development of Cilcare's clinical research. The ideal candidate should demonstrate strong problem-solving and social skills as well as the ability to work in a structured and collaborative environment. A proactive attitude and willingness to learn in a multidisciplinary setting are essential.

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Education

- Scientific or paramedical degree at Bac+4 to Bac+5 level: engineering school / master's degree in life sciences, pharmacy, biology, neurosciences. CRA training is a plus (DIU FIEC, DU ARC, or equivalent).

Experience

- Minimum 2 years of experience in clinical research.
- Proficiency in ICH-GCP, French and European clinical research regulations (Jardé Law, GDPR as applied to research).

Language Skills and Tools

- Professional proficiency in English, both written and spoken (study documents, communication with international partners and service providers).
- Proficiency in standard office tools (Excel, Word, PowerPoint).

Soft Skills

- Rigor, strong organizational skills, and autonomy in managing multiple studies simultaneously.
- Excellent interpersonal skills, ability to work in a multidisciplinary team and interact with diverse medical stakeholders.
- Comfort in patient-facing interactions.
- Strong enthusiasm for fieldwork and building relationships with investigator sites.

Differentiating Assets

- Hands-on experience performing EEG and/or electrophysiological measurements in a research or clinical setting.
- Experience in project coordination or an assistant project coordinator/manager role.

Working conditions

- Position based at headquarters (Montpellier) with travel within France: 3 to 4 times per month, for 2 to 3 days at a time. Partial remote work is possible. Valid driver's license required.
- Stimulating biotech environment, human-scale team, close working relationships with scientific and medical management.
- Structured career development path toward Research Project Coordinator and then Project Manager, with supported skills development.
- Compensation based on profile and experience, supplemented by standard benefits (health insurance, meal vouchers, travel expense reimbursement).