



# Filipa Miranda

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## WORK EXPERIENCE

 **HOSPITAL BEATRIZ ÂNGELO** – LOURES, PORTUGAL

**CLINICAL RESEARCH COORDINATOR** – 26/06/2023 – CURRENT

- Coordinated Phase I-IV clinical trials in Oncology, Neurology, Nephrology, Psychiatry, Gastroenterology, and Gynecology, ensuring compliance with Good Clinical Practice (GCP), ICH guidelines, and regulatory requirements.
- Prepared subject visits and procedures, ensuring protocol compliance.
- Performed data entry in Electronic Data Capture (EDC) systems.
- Dispensed investigational products via an Interactive Web Response System (IWRS).
- Ensured timely resolution of data queries.
- Maintained and updated the Investigator Site File (ISF) and essential trial documentation.
- Acted as a key liaison between investigators, Clinical Research Associates (CRAs), and sponsors.
- Facilitated and supervised site initiation (SIV), monitoring, and close-out visits (COV).
- Managed patient expenses reimbursement.

 **HOSPITAL DE SANTA MARIA** – LISBOA, PORTUGAL

**CLINICAL RESEARCH COORDINATOR** – 15/03/2023 – 23/03/2023

- Coordinated Phase II-IV Neurology and Rheumatology clinical trials, ensuring compliance with GCP and trial protocols.
- Dispensed Investigational Medicinal Products through IWRS.
- Facilitated and supervised subject visits.
- Processed and handled biological samples, ensuring correct labeling, storage, and shipment.
- Entered clinical data into Case Report Forms (CRFs) and ensured data integrity and accuracy.
- Resolved data queries.
- Managed study documentation to meet audit standards.

 **I3S - INSTITUTO DE INVESTIGAÇÃO E INOVAÇÃO EM SAÚDE** – PORTO, PORTUGAL

**RESEARCH FELLOW – COMPUTATIONAL BIOCHEMISTRY** – 01/01/2022 – 31/12/2022

Conducted drug discovery research, employing molecular modeling, virtual screening, and quantum and molecular mechanics methodologies.

 **BLUEPHARMA** – COIMBRA, PORTUGAL

**REGULATORY AFFAIRS INTERN** – 01/04/2019 – 30/07/2019

Preparation, revision, and submission of regulatory documents.

 **MEDICAL UNIVERSITY OF WARSAW** – WARSAW, POLAND

**ERASMUS RESEARCH INTERNSHIP** – 08/07/2018 – 13/09/2018

Performed extraction and phytochemical analysis of medicinal compounds from *Tragopogon floccosus*.

## EDUCATION AND TRAINING

11/2022 – 11/2022

**ARTIFICIAL INTELLIGENCE & MACHINE LEARNING MOOC SPRINT** Code First Girls

08/2022 – 10/2022

**INTRODUCTION TO WEB DEVELOPMENT COURSE** Code First Girls

13/09/2019 – 21/11/2021

## **MASTER'S DEGREE IN APPLICATIONS IN BIOTECHNOLOGY AND SYNTHETIC BIOLOGY** University of Porto

Focused on Molecular Bioinformatics, Bioprocess Engineering, Systems Biology, Synthetic Biology, and Omics.

14/09/2015 – 19/06/2018

## **BACHELOR'S DEGREE IN BIOMEDICAL PHARMACY** University of Coimbra

Focused on Clinical Trials, Regulatory Affairs, Pharmacovigilance, and Quality Management.

### ● **LANGUAGE SKILLS**

Mother tongue(s): **PORTUGUESE**

Other language(s):

|                | UNDERSTANDING |         | SPEAKING          |                    | WRITING |
|----------------|---------------|---------|-------------------|--------------------|---------|
|                | Listening     | Reading | Spoken production | Spoken interaction |         |
| <b>ENGLISH</b> | C1            | C1      | C1                | C1                 | C1      |
| <b>GERMAN</b>  | B1            | B1      | B1                | B1                 | B1      |
| <b>SPANISH</b> | A2            | A2      | A2                | A2                 | A2      |

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

### ● **SKILLS**

Microsoft Office | Good Clinical Practice | Regulatory compliance | ALCOA+ | Data Entry | IATA - Transporting Dangerous Goods Training | Medical Terminology | Linux (Terminal Commands, Bash/Shell) | JavaScript | Conhecimento de Linguagens de programacao HTML, CSS, Python | MediData Rave (EDC) | Attention to Detail | Organization | Project Management | Team Collaboration | Analytical Thinking | Problem-Solving | Time Management | Goal-Oriented

### ● **NETWORKS AND MEMBERSHIPS**

30/09/2019 – 30/09/2021

#### **Monitoring Committee of the Master's Degree in Applications in Biotechnology and Synthetic Biology**

1st Effective Member

14/10/2019 – 30/07/2020

#### **BEST Porto - Board of European Students of Technology**

Academic Sidekick of LEOE'20 (Local Event on Education 2020) and Baby member

28/02/2017 – 31/03/2018

#### **Pharmacy Students Association of Coimbra Academic Association (NEF/AAC)**

Collaborator of the Education Sector and Member of the Organizing Committee of the "XI Scientific Congress NEF/AAC: Biological Therapies at the Forefront of Health"

### ● **VOLUNTEERING**

14/09/2017 – 19/06/2018

#### **GPS program: Mentoring of international students from the University of Coimbra**

03/10/2016 – 29/06/2017

#### **Volunteer at the Pediatric Hospital of Coimbra**

31/10/2013 – 22/11/2013

#### **Participant of "Make It Possible 5.0" by AIESEC**

- **CONFERENCES AND SEMINARS**

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13/11/2018 University of Aveiro  
**Conference "Humans of the Future" organized by the Francisco Manuel dos Santos Foundation**

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- **DRIVING LICENCE**

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**Driving Licence:** B1  
**Driving Licence:** B

- **YACHTSMAN'S LICENSE**

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**Basic skipper**

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