

NADALEE MURRAY

PROFILE

Detail-oriented professional with experience in clinical data programming, data coordination, data management, and administration. Passionate about utilizing my professional experience and analytical skills in the clinical research space, knowing that my contributions support impactful research initiatives and patient lives.

KEY SKILLS

- Microsoft Office
- SQL Programming
- Organization
- Team Collaboration
- Communication
- Problem Solving
- Initiative Support
- Timeline-driven
- Independent

DATABASE EXPERIENCE

- Merative Zelta
- Medidata RAVE
- Medrio
- Veeva Vault eTMF/CDMS
- Salesforce

PRIMARY INDICATION EXPERIENCE

- Oncology
- Neurology
- Rare Disease
- Vaccines

WORK HISTORY

Clinical Data Manager / Consultant

Shoreline Consulting Services, LLC | San Diego, CA | Feb 2025 – Present

KLH Consulting Service, LLC | San Diego, CA | Jan 2024 – Present

- Implementation and maintenance of CDISC/CDASH standards for data collection and aggregation
- Design and develop electronic Case Report Forms in compliance with study protocols, CDISC/CDASH standards, and regulatory requirements
- Collaborate with functional team members to ensure CRF design captures accurate, consistent, and analysis-ready data
- QC and review annotated CRFs to support downstream statistical analysis and regulatory submissions
- Author and maintain CRF completion guidelines to standardize site data entry practices
- Oversee mid-study eCRF updates that require database changes, ensuring version control, proper testing and documentation, and minimal impact on data quality and integrity
- Development and maintenance of data management-related documents including Data Management Plans, Data Validation Plans, Integrated Data Review Plans, User Acceptance Testing Guidelines and Plans and Data Transfer Agreements
- Execute internal EDC validation; includes 100% verification of all programming related to visit matrices, forms, edit checks, etc.
- Lead User Acceptance Testing (UAT) of clinical databases to validate design, form/field functionality, and edit check programming before system go-live
- Spec, QC, finalize and implement custom data management-related programming, including patient profiles, missing pages report, sample management and reconciliation, manual data review listings, etc.
- Perform clinical data review and reconciliation via custom programmed data listings and reports
- Contribution to the development of the data cleaning strategy via the Data Validation Plan
- Manage and maintain Veeva Vault eTMF for multiple clinical studies, ensuring accurate document filing in compliance with sponsor SOPs, ICH GCP, and regulatory requirements
- Perform eTMF quality control (QC) reviews to verify document accuracy, completeness, correct metadata, and adherence to the DIA TMF Reference Model
- Conduct essential document reviews at study start-up, maintenance, and closeout to confirm regulatory readiness and audit/inspection compliance
- Co-lead on the development of a Clinical Data Management Quality Management System (QMS) for a new CRO; including the creation, revision, finalization and training coordination of 100+ controlled documents (manuals, policies, SOPs, work instructions, forms, templates and guidelines)

EDUCATION

- Bachelor of Arts, Philosophy
Loyola Marymount University
Westchester, CA
2015 – 2017

REFERENCES

- Emily Wilhelms
858-254-3974
emily@secondsummitconsulting.org
- Tiffany Billingsley
760-712-5253
tbillingsley@celiumdata.com

Clinical Programmer / Data Coordinator

SM Consulting Service, LLC | San Diego, CA | Jan 2022 – Sep 2024

Data Coordinator:

- Coordinated new clients/contracts and identified client's needs
- Negotiated and finalized budgets and scope
- Developed timelines for delivery of draft and final products
- Primary oversight of Salesforce; ensured data currency
- Partnered with Sponsor and CRO team members to define specific output requirements, aligning with scope
- Developed specification documents for Clinical Operations and Clinical Data Management teams
- Scheduled, facilitated, and documented (minutes) client meetings and all required materials
- Performed monthly billing, payment reconciliation, and client follow-up as required
- Ensured product documentation was compliant and eTMF-ready
- QC'd related eTMF filing, as requested
- Coordinated internal resources to ensure timely delivery of outputs
- QC'd all programming output prior to delivery to client; documented QC using industry-compliant tools

Clinical Programmer:

- Primary language: SQL
- Performed clinical data programming: patient profiles, quality metrics reports, missed visits/pages reports, data review listings, site payment reports, and data reconciliation outputs
- Supported data cleaning activities by identifying and resolving discrepancies in clinical datasets
- Assisted in database validation and User Acceptance Testing to ensure database integrity and compliance

Project Coordinator

Closed Loop Solution | Los Angeles CA | Jan 2020 – Aug 2023

- Collaborated with stakeholders and senior management to support program objectives and software functionality
- Worked with senior management and department leads to align vendor capabilities with business goals
- Facilitated cross-functional team efforts through all phases of the development road map
- Designed and implemented company-wide templates for invoicing, documentation, and workflow processes
- Tracked, communicated and managed the completion of action items, decisions, and deliverables
- Conducted onboarding and training sessions for new employees, ensuring comprehensive understanding of roles and responsibilities, compliance standards and industry-controlled procedures

Administrator / Technology Coordinator

Arrow Recycling | Los Angeles, CA | May 2017 – Nov 2019

- Resourced and communicated with partners to assist in technology development
- Maintained digital records, databases and up-to-date asset inventories
- Ensured data security compliance, backup management, and controlled access to sensitive information
- Streamlined workflows and implemented systems to promote consistency and efficiency across procedures
- Created and maintained user guides and internal documentation
- Set up and deactivated user accounts, email, and system access