Search for a CV

> **1** Navigate to **https://recruiter.pharmiweb.jobs/cv-search/**

General Candidate Search

> **2** Enter your Boolean Search for JOB TITLE variations ONLY in the Keyword Search Box (Do Not Enter Location in the boolean search)
>
> **Top Tip!** include all variations of job titles, abbreviations and wildcards

3 Start to type your Location and choose from the drop down options (Note: Only one location can be selected)

Top Tip! Choose Homeworking from the list for candidates who are looking to work remotely

Use the Current Location Field to search candidate's profile (not their CV).
Click Advanced Search to search candidate's profile for other preferred locations.
Keywords: (use this field to search CV/Resume only). [?]

("Clinical Research Associate" OR "CRA" OR "Clinical Research Specialist")

| ox | ✕ |

Oxfordshire (GB)

Oxford, **Ox**fordshire (GB)

Oxford Road, Manchester (GB)

Oxford North, **Ox**ford (GB)

Oxford South, **Ox**ford (GB)

Oxford Airport, Kidlington (GB)

Oxford, Ontario (CA)

Within 5 mil

4 Choose your distance radius from selected location. (Note: this distance is not required for Homeworking location). Click Search

search   Toggle search form ▼

Last updated within

Please select...   ⌄

426 characters left

Within 10 miles   ⌄   **Search**

Advanced search

Show: All ▼

5 Note: The search has return results that include Candidates who are not currently matching your Job Title search. This is because the Keyword search is looking at all entries on their CV and will include candidates who have worked as the specified job title in previous roles.

CV last updated **31 Jul 2023** | Last logged in **31 Jul 2023**

Current job title   London (Central), London (Greater)
Senior Clinical Research Associate

[Name withheld]

CV last updated **30 Jun 2023** | Last logged in **30 Jun 2023**

Current job title   Canada Water, London (Greater)
Centralized Monitoring Lead

[Name withheld]

CV last updated **28 Jul 2023** | Last logged in **28 Jul 2023**

Current job title   London (Greater)
Clinical Research Associate

(i) Tip! Narrow down your Search to include only matching Current Job Titles by using the information the Candidate entered in their Profile form
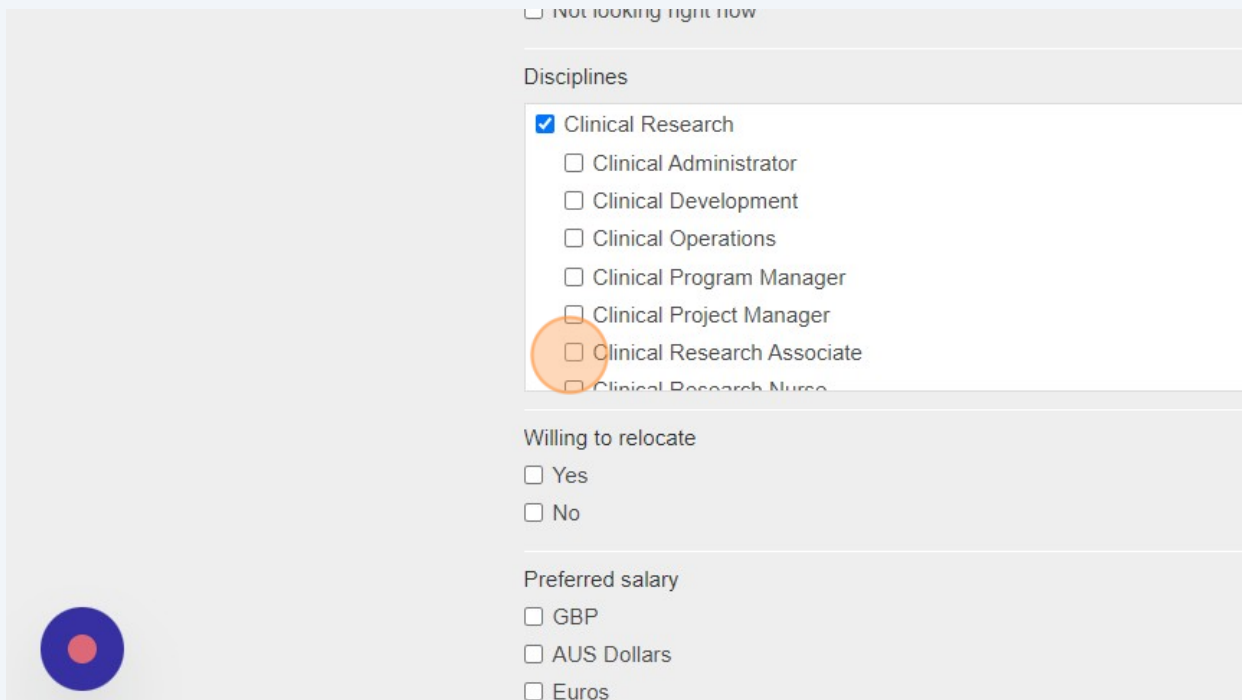
6 To do this we use "Advanced search"

Last updated within

Please select...

426 characters left

00 miles

Search

Advanced search

Sort: Relevancy ▼   Show: All ▼

7 Click the "Discipline" field. The results will include all candidates that have marked that they are currently working in that discipline on their profile form.

☐ US $

Availability
☐ Immediately available
☐ Actively seeking a new job
☐ Open to offers
☐ Not looking right now

Disciplines
☐ Clinical Research
☐ Data Management / Statistics
☐ Finance / Administration
☐ Healthcare
☐ HEOR
☐ HR / Recruitment / Training
☐ Information Technology
☐ Manufacturing

Willing to relocate

8 To narrow down further to Job Title -Click the arrow on the right and choose the relevant option.

Not looking right now

Disciplines

☑ Clinical Research
    ☐ Clinical Administrator
    ☐ Clinical Development
    ☐ Clinical Operations
    ☐ Clinical Program Manager
    ☐ Clinical Project Manager
    ☐ Clinical Research Associate
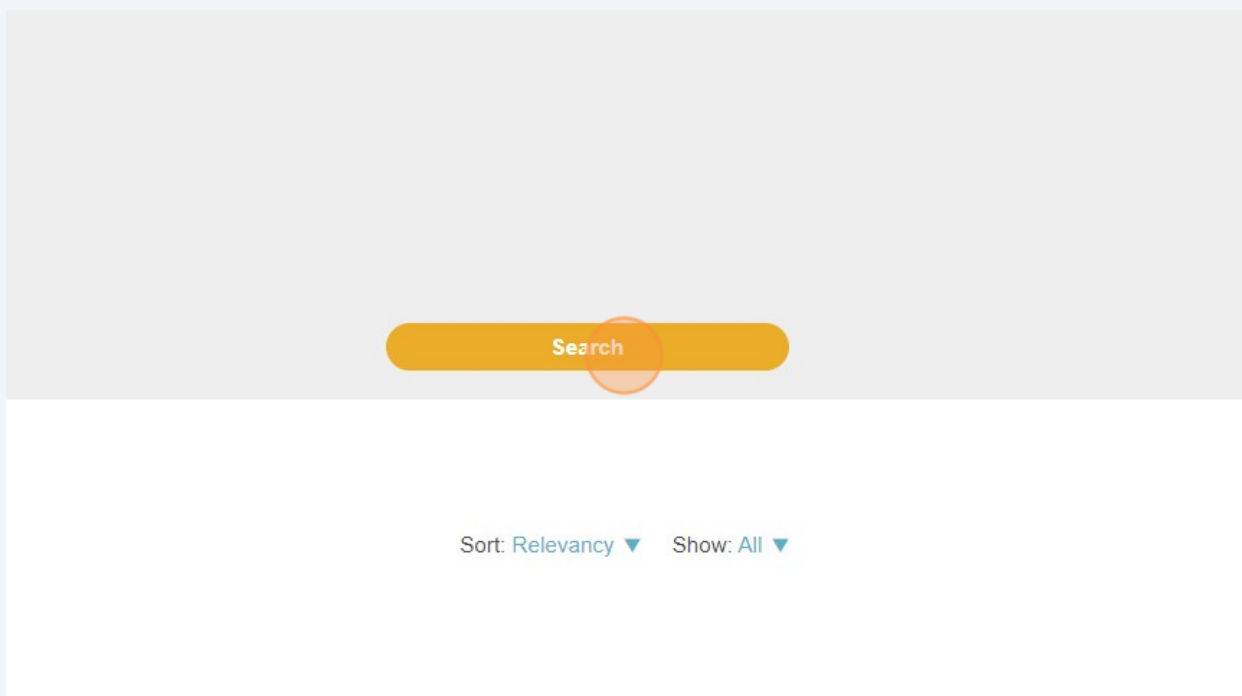   ☐ Clinical Research Nurse

Willing to relocate
☐ Yes
☐ No

Preferred salary
☐ GBP
☐ AUS Dollars
☐ Euros

9 Click Search at the BOTTOM of the screen

Search

Sort: Relevancy ▼   Show: All ▼

10 Your results are ready. They will now only include candidates with matching Current Job titles that work within the Location radius specified.
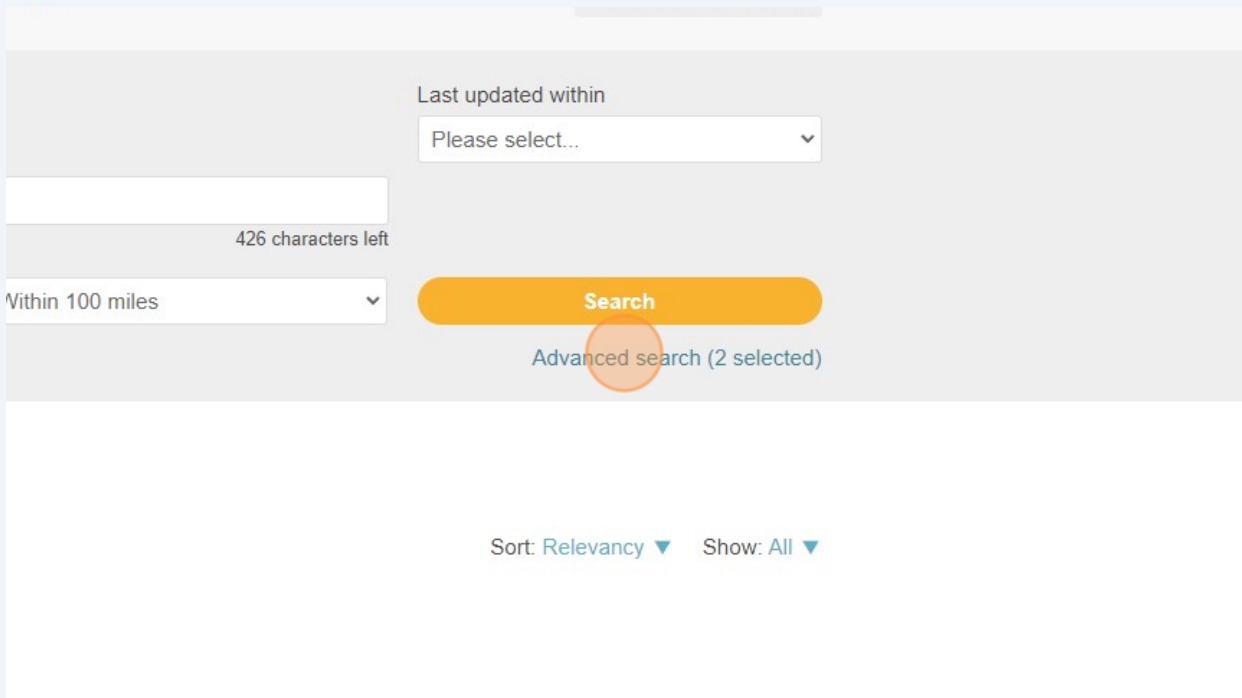
Other Preferred Locations

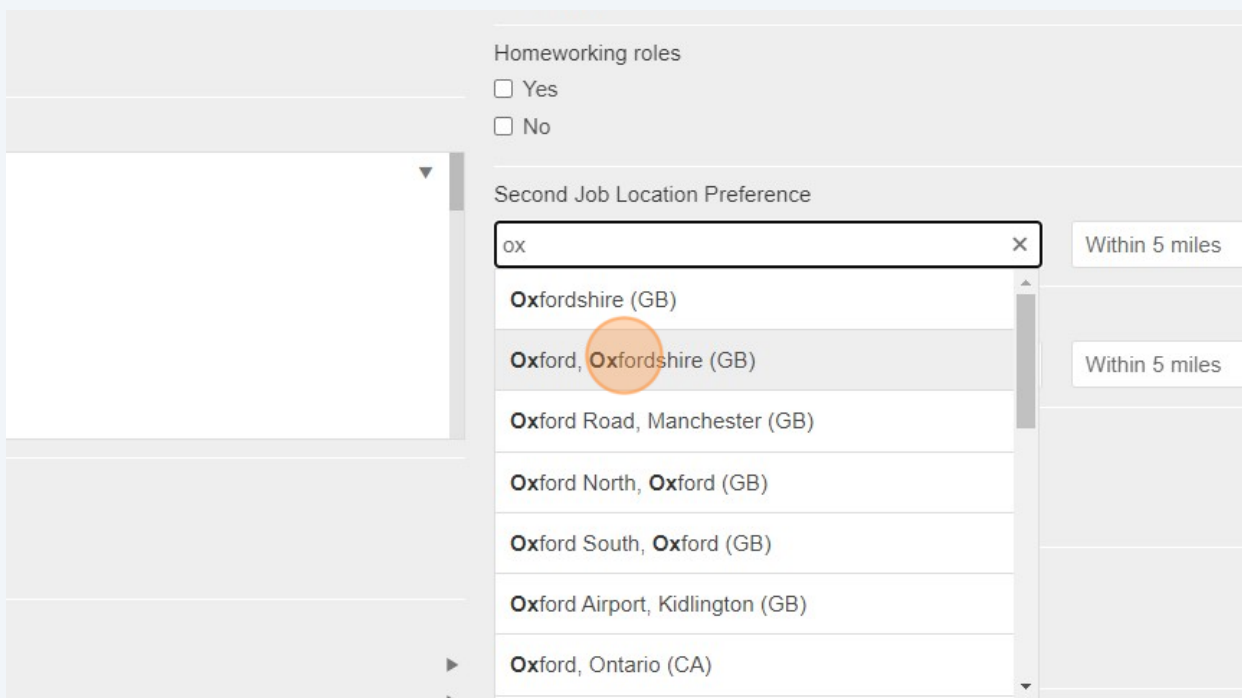(i) Tip! You can look for candidates that have listed the location as their 2nd or 3rd choice of location

11 First, CLEAR YOUR PREVIOUS LOCATION SELECTION

CV search

ation Field to search candidate's profile (not their CV).
rch to search candidate's profile for other preferred locations.
field to search CV/Resume only). [?]

Last updated

Please sele

Associate" OR "CRA" OR "Clinical Research Specialist")

426 characters left

× | Within 100 miles ⌄ |

shortlist (0) | Bulk downloads

A

2

Set up saved search

Sort: F

12 Click "Advanced search"

Last updated within

Please select... ▼

426 characters left

Within 100 miles ▼

Search

Advanced search (2 selected)

Sort: Relevancy ▼   Show: All ▼

13 Click the Second Location Preference

Homeworking roles
☐ Yes
☐ No

▼

Second Job Location Preference

ox   ✕

Within 5 miles

Oxfordshire (GB)

Oxford, **Ox**fordshire (GB)

Within 5 miles

Oxford Road, Manchester (GB)

Oxford North, **Ox**ford (GB)

Oxford South, **Ox**ford (GB)

Oxford Airport, Kidlington (GB)

▶   **Ox**ford, Ontario (CA)

14 Choose your distance. Note: DO NOT select the 3rd location. This must be done seperately

15 Click Search button at the BOTTOM

16 Your results will now show any extra candidates who have entered the specified location as their 2nd choice and also match the job title

17 To search 3rd Preferred Locations - Click Advanced Search

Last updated within

Please select...

426 characters left

Within 100 miles

Search

Advanced search (3 selected)

Sort: Relevancy ▼   Show: All ▼

18   CLEAR YOUR PREVIOUS LOCATION SELECTION

☐ Danish
☐ Dutch
☐ English

Homeworking roles
☐ Yes
☐ No

Second Job Location Preference

Oxford, Oxfordshire   ✕   Within 100 miles ⌄

Third Job Location Preference

e.g. London   Within 5 miles ⌄

Right to work 1
☐ Yes
☐ No

Right to work 2

19   Click the Third Location Preference

☐ No

Second Job Location Preference

e.g. London   Within 0 miles

Third Job Location Preference

ox   ✕   Within 5 miles

Oxfordshire (GB)

Oxford, **Ox**fordshire (GB)

Oxford Road, Manchester (GB)

Oxford North, **Ox**ford (GB)

▶   **Ox**ford South, **Ox**ford (GB)

▶   **Ox**ford Airport, Kidlington (GB)

▶   **Ox**ford, Ontario (CA)

20 Select Radius Distance.

Homeworking roles
☐ Yes
☐ No

Second Job Location Preference

e.g. London   Within 0 miles ⌄

Third Job Location Preference

Oxford, Oxfordshire (GB)   ✕   Within 5 miles ⌄

Right to work 1
☐ Yes
☐ No

Right to work 2
☐ Yes
☐ No

21 Click the Search Button at the BOTTOM

Search

Sort: Relevancy ▼   Show: All ▼

22 Your results will now show any extra candidates who have entered the specified location as their 3rd choice and also match the job title

Refine search by other profile information (eg: Contract)

ⓘ Tip! You can look for candidates by specific information from their profile forms, such as :

- Experience Level

- Salary

- Contract/Perm

- Willing to reloate

- ....and more

23 Enter your Boolean JOB TITLE search and select the location and radial distance

24 Click "Advanced search"

Last updated within

Please select...

426 characters left

Within 100 miles

Search

Advanced search (3 selected)

Sort: Relevancy ▼   Show: All ▼

25 Select your discipline/job titles options as shown in STEP 7 & 8, if required

Homeworking roles
☐ Yes
☐ No

Second Job Location Preference

e.g. London   Within 0 miles

Third Job Location Preference

Oxford, Oxfordshire   ✕   Within 100 miles

Right to work 1
☐ Yes
☐ No

Right to work 2
☐ Yes
☐ No

26 Make sure 2nd & 3rd Location options are not selected

roles

ocation Preference

Within 0 miles

tion Preference

Within 100 miles

27 Click the "Contract" field.

Preferred salary
☐ GBP
☐ AUS Dollars
☐ Euros
☐ US $

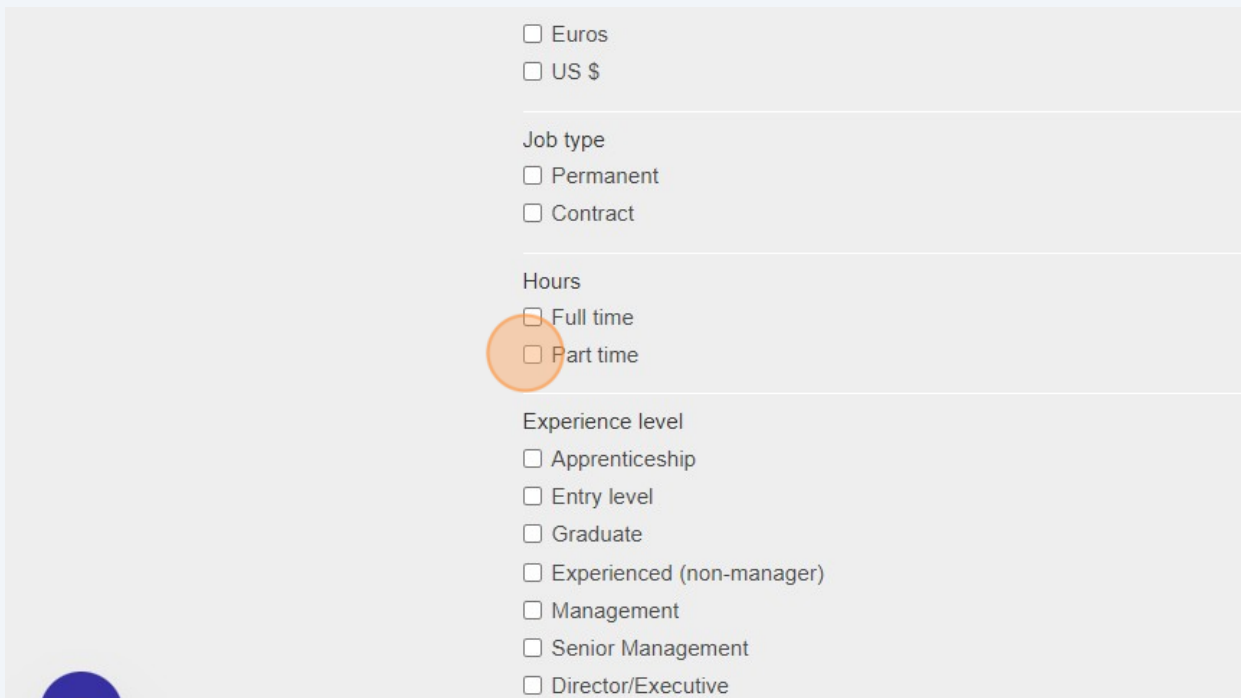Job type
☐ Permanent
☐ Contract

Hours
☐ Full time
☐ Part time
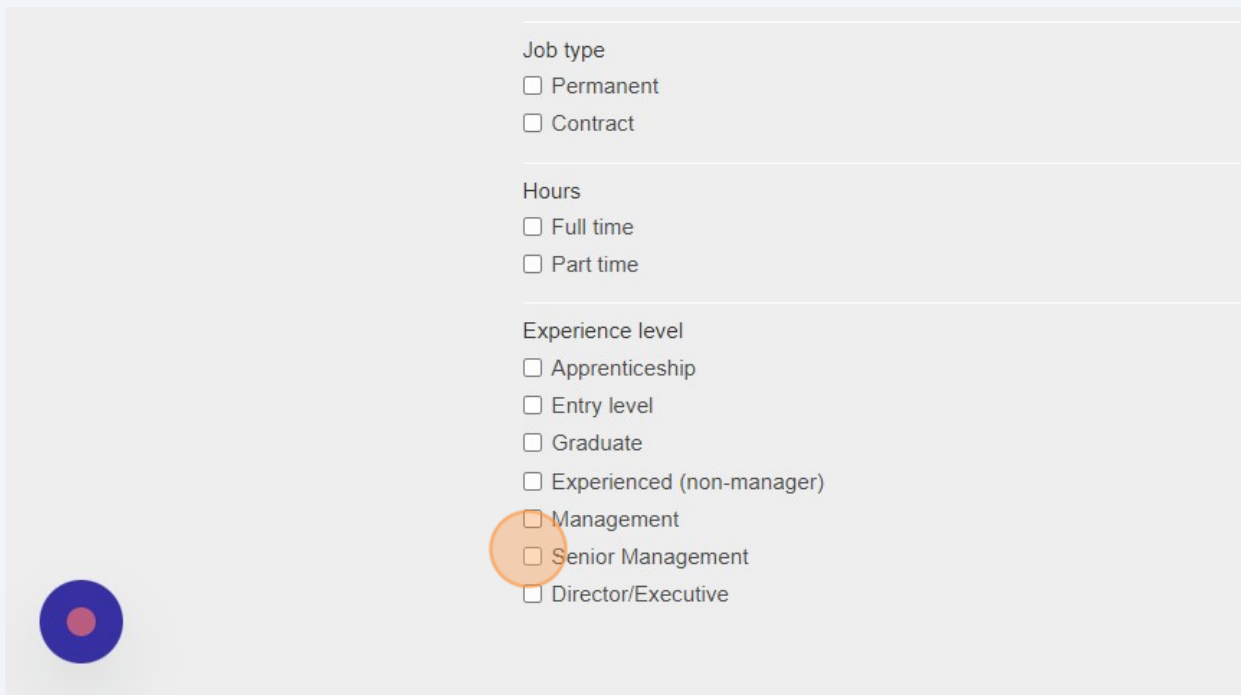
Experience level
☐ Apprenticeship
☐ Entry level
☐ Graduate

28 OR Click the "Part time" field.

☐ Euros
☐ US $

Job type
☐ Permanent
☐ Contract

Hours
☐ Full time
☐ Part time

Experience level
☐ Apprenticeship
☐ Entry level
☐ Graduate
☐ Experienced (non-manager)
☐ Management
☐ Senior Management
☐ Director/Executive
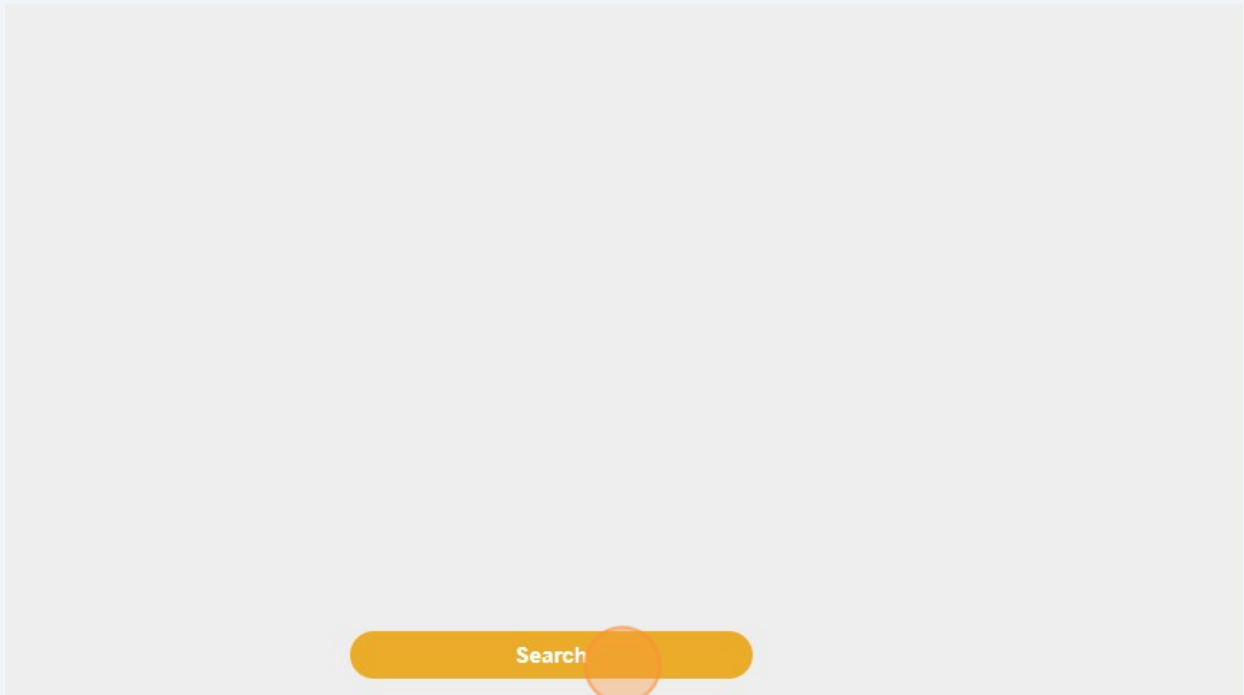
29 OR Click the "Senior Management" field.

Job type
☐ Permanent
☐ Contract

Hours
☐ Full time
☐ Part time

Experience level
☐ Apprenticeship
☐ Entry level
☐ Graduate
☐ Experienced (non-manager)
☐ Management
☐ Senior Management
☐ Director/Executive

30   Click Search button at the BOTTOM

Search

Tip! Multiple selections will look for candidates that include ALL data selected. ie: A CRA based 100 miles from Oxford who is senior management and wants a part time contract roles