



# Jackie Almeida

CONTRACTS SPECIALIST

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## Industry Experience

**Senior Administrator, Office of Sponsored Programs**  
Beth Israel Deaconess Medical Center

**Contracts Administrator**  
Programart Corporation

**Corporate Paralegal**  
Phase Forward

Jackie has a strong background in program and contracts administration for the healthcare and technology industries. She is experienced at drafting and negotiating agreements to support various research and development activities in the life sciences and skilled in developing contract templates that are tailored to a client's unique business, legal and regulatory requirements. Her portfolio covers projects from discovery to development, and includes agreements for research collaborations, clinical trials, investigator-initiated research, contract services and consulting.

### Education

- Simmons College, B.A.
- Northeastern University, Paralegal Certificate

### Language

- Portuguese

### EXPERIENCE

#### **Beth Israel Deaconess Medical Center (BIDMC)**

Senior Administrator, Office of Sponsored Programs

- Negotiated agreements related to basic research and clinical research projects
- Interacted with industry and non-industry collaborators
- Awarded the Harvard Medical School L. James Wiczai Award for Leadership, Excellence, and Innovation in Medical Education for contributions to the collaboration between Harvard Medical School and the Harvard-affiliated hospitals

#### **Programart Corporation** (acquired by **Compuware Corporation**)

Contracts Administrator

- Administration of contracts for the software industry
- Drafted and negotiated software sales and licensing agreements

#### **Phase Forward** (now a division of **Oracle**)

Corporate paralegal

- Supporting the company's M&A, private placement and initial public offering transactions



**RECENT CLIENT WORK**

- Global Phase 2 clinical trial sponsored by Arsanis, Inc. involving an estimated 350 participants across approximately 65 sites in North America, Europe, Asia, and Africa.
- Global Phase 3 clinical trial sponsored by Blueprint Medicines Corporation involving an estimated 460 participants across 90-100 sites in North America, Europe, Asia and Australia

