

**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity plan**

**COLLEGE OF HEALTH SCIENCES**

**PROJECT MANAGER/SENIOR STUDY COORDINATOR  
(1-Year Fixed-Term appointment, renewable)  
DIABETES AND ENDOCRINOLOGY  
SCHOOL OF CLINICAL MEDICINE  
MEDICAL SCHOOL CAMPUS**

**REF NO.: T/CM13/2021**

The Department of Diabetes and Endocrinology is seeking a dynamic and experienced individual to fill the position of Research Coordinator for the DISCOVER ME-SOUTH AFRICA (DMSA) study, through a partnership between University of KwaZulu-Natal (UKZN), Inkosi Albert Luthuli Central Hospital (IALCH) / Department of Health (DOH) and Omnigen Biodata Limited, UK.

The aim of the study is to create a dynamic resource of demographic, health and genetic data to understand clinical disease progression and informed risk prediction. The study will enrol up to 100,000 participants (patients) attending IALCH over a two-year period, and integrate their electronic health record (EHR) with genetic data. The incumbent will be based in Durban, at IALCH and Medical school Campus.

The successful candidate will be responsible for coordinating and managing the implementation of the DMSA Study and the day-to-day running of the study at IALCH and manage the multiple teams working on the study on a daily basis. S/He will be required to oversee activities on site, including tracking of progress and managing the research teams.

S/He will be responsible for liaising with project partners and facilities, and required to meet frequently with academics, administrators, and various internal and external stakeholders to advance the research.

**Furthermore, the successful candidate will:**

- Manage the DMSA project and ensure that pre-established work scope, study protocol and regulatory requirements are followed
- Recruit and train research assistants and fieldworkers as appropriate and serve as principal administrative liaison for the project
- Recruit and enrol research participants if necessary

**Minimum Requirements:**

- Diploma or degree in General Nursing
- 5-year work experience as a Professional Nurse
- 5-year experience as Research Study Coordinator/Project Manager in epidemiology studies on non-communicable diseases (NCD), including in project management, monitoring and evaluation of research programmes.
- At least 5 years' experience of managing multiple field teams (Interviewers, Recruiters, Phlebotomists) concurrently

**Essential Requirements**

- Fluency in isiZulu and English
- Excellent written and oral communication skills
- Proven study co-ordination/project management skills
- Experience in working with multiple partners and stakeholders
- Experience with electronic data capturing
- Excellent planning, coordinating and problem-solving skills
- MS Office skills (Word, Excel, PowerPoint)
- Phlebotomy certificate
- Good Clinical Practice (GCP) certificate
- Interpersonal skills
- Basic Life Support Certificate
- Valid motor vehicle driver's licence and own transport

This post reports to Prof AA Motala. Enquiries regarding this post may be directed to Mrs C Vedalankar on 0312604537. The job profile is available from Mrs C Vedalankar e-mail: vedalankarc@ukzn.ac.za. You are invited to visit the College website at <http://chs.ukzn.ac.za/Homepage.aspx>

**The total remuneration package offered includes benefits.**

**The closing date for receipt of applications is 27 August 2021. The University reserves the right not to make any appointment.**

**Applicants are required to complete the relevant application form which is available on the Vacancies website at [www.ukzn.ac.za](http://www.ukzn.ac.za). Completed forms may be sent to [vedalankarc@ukzn.ac.za](mailto:vedalankarc@ukzn.ac.za).**

**The Advert Reference Number MUST be clearly stated in the email subject line.**