

The University of Kwa-Zulu 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
RESEARCH COORDINATOR
(12 MONTHS RENEWABLE)
DISCIPLINE OF PUBLIC HEALTH MEDICINE
SCHOOL OF NURSING AND PUBLIC HEALTH
REF. NO.T/NPH04/2022

The Discipline of Public Health Medicine (Female Genital Schistosomiasis and Cervical Cancer Project) is seeking a dynamic and experienced individual to fill the position of Research Coordinator for the Dual screening by Spectral Artificial Visual Examination (SAVE) for Female Genital Schistosomiasis (FGS) and Cervical Cancer (referred to as DUAL-SAVE-FGS) study. The ideal candidate should be a self-starter with a high level of initiative and experience in coordinating funded research projects. The candidate will primarily be based at the Howard College Campus, Durban.

Duties and responsibilities

- Assist the Principal Investigators in ensuring that study milestones are met.
- Coordinate all study related activities, while ensuring the day-to-day running of the UKZN share of DUAL-SAVE-FGS.
- Set up and maintain the regulatory files.
- Participate in quality control and quality assurance activities.
- Working closely with the M&E Officer, assist in the compilation of periodic study performance and data quality reports.
- Liaising with various stakeholders and ensure the maintenance of healthy relationships between the stakeholders and the DUAL-SAVE-FGS team.
- Ensuring that the study team has proper support to achieve the study objectives.
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Minimum Requirements:

- Master's Degree in a relevant discipline, such as, Public Health/ Medical Science/Nursing Psychology and Social Work
- At least 5 years programme management, monitoring and evaluation experience, training in qualitative and quantitative research methodology, and supervisory experience.
- Excellent planning and coordinating skills.
- Excellent written and oral communication skills
- Excellent problem-solving skills
- Attention to detail.
- Interpersonal skills.
- Excellent MS Office skills.
- Valid motor vehicle driver's licence.

Advantages

- A thorough understanding of SA Good Clinical Practices
- Experience in working within a multidisciplinary team
- Past experience in female genital schistosomiasis, cancer related projects or both
- Experience with public health research issues as well as hospital/clinics/communities.
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This post reports to the Head of Department . Enquiries regarding this post may be directed to Professor S Naidoo on 031 260 4008 / naidoos71@ukzn.ac.za. The job profile is available from Mr S Mpembe, tel: 031 260 7886 or email: mpembet@ukzn.ac.za

The closing date for receipt of application is 30 December 2022

Applicants are required to complete the relevant application form which is available on the Vacancies website at www.ukzn.ac.za completed forms may be sent to recruitment-chs@ukzn.ac.za

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