

The University of KwaZulu-Natal is committed to Employment Equity.

COLLEGE OF HEALTH SCIENCES

**RESEARCH ASSISTANT
(Appointment to end on 30 November 2014)
TEACHING AND LEARNING OFFICE**

**HOWARD COLLEGE CAMPUS
REFERENCE NUMBER: T/CHS01 /2014**

The College of Health Sciences, Teaching and Learning Office seek to employ a post-graduate, PhD/Masters level Research Assistant.

KEY RESPONSIBILITIES:

- Assisting with research administration;
- Conduct electronic survey;
- Data capturing and analysis of data;
- Generating statistics and reports linked to the College Academic Monitoring Policy;
- Formulate research reports;
- Attend meetings;
- Present progress report on students accessing College Support Services AND
- Any other work deemed necessary by the Dean: Teaching and Learning.

MINIMUM REQUIREMENTS:

- PhD/Masters student
- Currently registered at UKZN
- Knowledge of SPSS and / or STATA
- Experience in data analysis and interpretation
- Experience in writing research reports

ESSENTIAL REQUIREMENT:

- Proficient in the MS Office Suite
- Experience in conducting electronic surveys

REMUNERATION:

- Please note there are no benefits attached to this post. The successful candidate will be remunerated on an hourly basis.

For enquiries and details regarding this post, as well as requests for a job profile, contact Mrs Lavern de Bruin on 031-2601878 or email: debruinl@ukzn.ac.za

APPLICATIONS:

Interested graduates are requested to submit their applications together with a detailed curriculum vitae and a letter highlighting their experiences in each of the requirements mentioned above with contact details of at least three referees to debruinl@ukzn.ac.za **with your name and advert reference** in the subject line.

The closing date for receipt of application is Tuesday, 01 July 2014.

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