

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 (18-MONTH CONTRACT)
SCHOOL OF NURSING AND PUBLIC HEALTH
CENTRE FOR RURAL HEALTH**

HOWARD COLLEGE CAMPUS

REFERENCE NUMBER: T/NPH09/2020

Connect TB is a Research Project located in the Centre for Rural Health within the School of Nursing and Public Health at the University of KwaZulu-Natal. Funded through the Stop TB Partnership, the study aims to link private GPs in eThekweni to TB testing via Gene pert in the public sector.

The Research Project Manager will be responsible for the oversight of day-to-day study activities, with the assistance of project staff, graduate students, and research interns.

The project manager will report directly to the study PIs.

Key responsibilities of the research assistant include:

- Oversee the recruitment of GP participants
- Participate in the consenting of GP participants and the undertaking of electronic surveys
- Supervise driver coordinator, case managers, and student interns
- Meet regularly with study investigators to communicate study requirements
- Monitor the application dashboard and maintain a spreadsheet of the status of samples collected
- Delegate patients to case managers for adherence support
- Coordinate training and dissemination webinars
- Liaise with co-investigators, consultants, and collaborators involved in the project, including NHLS, GP umbrella organisations, eThekweni Health District, and KZN Department of Health
- Draft annual reports to ethics bodies and funders
- Liaise with District TB Coordinators and Vela development team to obtain routine outcome data
- Liaise with GP participants to ensure the smooth functioning of the study smartphone application
- Connect GPs with specialist advisors to support treatment initiation
- Procure project supplies
- Assist graduate students as needed

Minimum Requirements:

- Master's degree in health-related field;
- At least 2 years of project management experience;
- Strong knowledge of Microsoft Office (Word, Excel, PowerPoint, Outlook);
- A valid driver's license

Personal attributes required for the post:

- Strong work ethic;
- Critical thinking skills;
- Ability to work independently with little or no supervision;
- Strong organization and communication skills;
- Ability to work under pressure;
- Attention to detail

Advantages :

- Experience working with healthcare practitioners;
- Doctorate in health-related field;
- Experience working in TB-related research;
- Experience in clinical trial management;
- Familiarity with Stata, Vivo, and online survey software

Applications: In your application, please include relevant experience in a covering letter in addition to a curriculum vitae. Applications must be sent to MS Bavashni Govender at crh@ukzn.ac.za Please quote "Connect TB Project Manager" in the subject line. CRH will only consider applications that comply with the above requirements. Enquiries (NOT applications) may be directed to Dr Jody Buffa: boffqj@ukzn.ac.za

The closing date for receipt of applications is 10 December 2020. The University however, reserves the right in special circumstances to accept late applications or extend the above date in order to facilitate further searches.