

VACANCY ANNOUNCEMENT

Job Summary

Position: Research Officer
Reports To: Project Leader
Work Station: Bagamoyo
Apply By: 16th March 2024

Institute Overview

Ifakara Health Institute (IHI) is a leading research organization in Africa with a strong track record in developing, testing and validating innovations for health. Driven by a core strategic mandate for research, training and services, the Institute's work now spans a wide spectrum, covering biomedical and ecological sciences, intervention studies, health-systems research, service delivery and policy translation.

Position Summary

The Research Officer will be responsible for participating in the development of study standard operating procedures and study documents, analyzing data, and ensuring that the implementation of the project aligns with project expectations.

Duties and Responsibilities

- Prepare the site that has the standard facilities and qualified staff for the Vaccine Trial.
- To ensure site meet standard required before conduct of study (Submission of documents completion of check list (updating) and responding to question addressed in collaboration with sponsor /designee.
- To participate in the development of study standard operating procedure and study documents.
- To recruit, follow up as study scheduled as specified by each protocol and SOPs.
- To ensure that protocol standard operating procedures and all related study documents are well communicated and duly followed by all personnel involved in the trial.
- To ensure that all ethical concerns in the protocols approved by the review board are duly followed in the trial.
- To work in professional and ethical manner accountability and integrity.
- To attend community sensitization meeting to recruit study volunteer.
- To write, present and publish research papers.
- Carry out additional duties as assigned by project leader.

Qualification and Experience

- Bachelor Degree in Doctor of Medicine
- 1 year Experience.

Skills and Competencies

- Time Management to establish priorities and planning the project timeline.

Ifakara Branch

Off Mlabani Passage
P.o. Box 53 Ifakara
Phone: +255232931572

Dar es Salaam Office

#5 Ifakara Street Plot 463 Mikocheni
P.o. Box 78,373 Dar es Salaam
Phone: +255222774756

Bagamoyo Branch

Off Chuguni Road
P.o. Box 74 Bagamoyo
Phone: +255232440065

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- Leadership and Management Skills to run meeting and conflict resolution (effective in Decision Making).
- Interpersonal skills to minimize conflict and performance review/ feedback.
- Hard working.
- Communication writing and speaking.

Remuneration

An attractive and competitive remuneration package will be offered to successful candidates as per IHI salary scales.

Equal Opportunity

IHI is an equal opportunity employer. We prohibit intentional biases or discrimination and harassment of any kind at the work place and during recruitment. All employment decisions are based solely on job requirements and individual qualifications, and our recruitment process is governed by the labour laws of Tanzania.

Mode of Application

All candidates who meet the above job requirements should send their application letters together with their detailed curriculum vitae (CVs) showing contact addresses including email, telephone/cell phone numbers and copies of academic and professional certificates to the email address below.

The **deadline** for this application is **17:00hrs on Saturday, March 16, 2024**. All e-mail application subject lines should include: **RESEARCH OFFICER – VAC078. Only shortlisted applicants will be contacted for interview.**

Human Resources Manager
IFAKARA HEALTH INSTITUTE
#5 Ifakara Street Plot 463 Mikocheni
P.O. Box 78,373
Dar es Salaam, Tanzania
Email: recruitment@ihi.or.tz

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