

VACANCY ANNOUNCEMENT

Job Summary

Position: Research Officer (1 post)
Reports To: Project Leader / Study Coordinator
Work Station: Dar es Salaam
Apply By: September 23rd 2021

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 and policy translation.

Position Summary

Ifakara is looking for a qualified and experienced Medical Doctor to fill a vacant position of **Research Officer** in the ANTICOV project. The Research Officer will join our research teams at one of the following regional referral hospitals in Dar es Salaam: Temeke, Amana or Mwananyamala.

Duties and Responsibilities

- Prepare the site that has the standard facilities and qualified staff for the Clinical Trial.
- 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.
- Participate in the development of study standard operating procedure and study documents.
- Recruit, follow up as study scheduled as specified by each protocol and SOPs.
- Ensure the documentation of follow up of adverse events, Serious Adverse Events until completion.
- Respond and resolve all queries related to the study procedures.
- Ensure that protocol, standard operating procedures and all related study documents are well communicated and duly followed by all personnel involved in the trial.
- Ensure that all ethical concerns in the protocols approved by the review board are duly followed in the trial.
- Work in professional and ethical manner accountability and integrity.
- Attend community sensitization meeting to recruit study volunteer.
- To write, present and publish research papers.
- To train GCP and SOPs to other junior staff.
- Carry out additional duties as assigned by Project leader.

Qualification and Experience

- Degree in medicine with experience working in clinical trials.

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.
- Adhere to Ifakara core values (transparency, accountability, respect, integrity and initiative).

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 Thursday September 23rd 2021**. All e-mail application subject lines should include: **RESEARCH OFFICER – ANTICOV. Only shortlisted applicants will be contacted for interview.**

Human Resources Manager
IFAKARA HEALTH INSTITUTE
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P.O. Box 78,373
Dar es Salaam, Tanzania
Email: recruitment@ihi.or.tz

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