



Study Coordinator

The Centre for the AIDS Programme of Research in South Africa (CAPRISA) invites applications to join a dynamic team of researchers and research administrators at the eThekweni Research Clinic.

The successful incumbent will be responsible for the co-ordination of study and administrative functions as well as study implementation. Ensure that all study staff function within the prescribed GCP guidelines and adhere to protocol.

Qualifications and experience: Degree in a relevant discipline; Masters' degree in Public Health or Health Sciences preferable; At least 2 years of Project Management experience; Experience in setting up and implementing network trials (e.g. NIH-funded trials); Experience in day to day management of study staff, including Quality Control officers, HIV counsellors and administrative staff; Experience in multitasking and working with multiple projects; Experience in study quality control and quality assurance activities; Experience in public health or clinical research; Good understanding of SA Good Clinical Practices; Good knowledge of HIV / AIDS; Excellent writing, speaking, presenting, training and group facilitation skills; Experience in conducting research; Experience in working with a multidisciplinary team; Proficiency using computer software programs including Windows 2000 Operating System, Microsoft Office Suite, Adobe and various internet search engines.

Period: 2 year fixed-term contract (renewable)

For more information <http://caprisa.erecruit.co.za>. To apply online, go to www.caprisa.org and click the "Vacancies" icon.

Closing Date: 10 August 2017

Reference:170726-1

CAPRISA is an equal opportunity employer and is committed to Employment Equity

**CAPRISA is the UNAIDS Collaborating Centre for HIV Prevention and Policy
CAPRISA hosts the DST-NRF Centre of Excellence in HIV Prevention**

