**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**

**DATABASE MANAGER**

**(FOUR MONTH FIXED TERM CONTRACT, WITH A POSSIBILITY OF EXTENSION)**

**SCHOOL OF CLINICAL MEDICINE**

**REFERENCE NO: DM\_09\_OBSGYN**

The Obstetrics and Gynaecology at the School of Clinical Medicine seeks to appoint Database Manager who will be part of the Cervical Cancer Screening and Treatment Algorithms Pilot Study (CESTAP) team. The successful incumbent will be responsible for weekly database entry to ensure the study is being correctly implemented. Ensure that all study staff function within the prescribed questionnaire and clinical report forms and are adhering to the study protocol. This requires the incumbent possesses computer management and monitoring skills, open communication skills, flexibility of time to provide technical assistance and must be willing to travel. The incumbent will be required to work 2 days a week at a hospital research site at the South of Durban.

**Minimum Requirements:**

* BSC or Honours degree in Computer Science
* At least two years relevant experience in a clinical research setting
* Experience in database entry
* Experience in database coding and data handling
* Experience in the maintenance of the database and data cleaning
* Experience in standardized reporting
* Quality control and quality assurance
* Able to maintain data integrity and confidentiality
* Work with minimum supervision
* Flexible to start contract in September 2017

**The following will be an advantage:**

* Previous experience working in medical science field
* Experience of working in an academic and hospital environment
* Experience with working with a multidisciplinary team

This post reports to the Head of the discipline and study manager.

Enquiries regarding this post may be directed to Prof HM Sebitloane at 031 260 4432 OR email: zumas@ukzn.ac.za.

Remuneration to be advised upon selection and in relation to experience.

**The closing date for receipt of applications is 15 September 2017.  Shortlisted candidates may be required to perform a skills test with interview.  Applicants are required to complete the relevant application form which is available on the Vacancies website at www.ukzn.ac.za Completed forms may be sent to** zumas@ukzn.ac.za**. Advert Reference Number MUST be clearly stated in the subject line.**