

The University of KwaZulu-Natal (UKZN) is committed to employment equity with the intention to promote representativity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.

COLLEGE OF HUMANITIES

**USINGA RESEARCH COORDINATOR
12 Months Fixed Term Appointment
SCHOOL OF SOCIAL SCIENCE
HOWARD COLLEGE CAMPUS
REFERENCE NO: SOSS: URC01/2025**

The School of Social Sciences seeks to employ a Research Coordinator be responsible for designing, conducting, and analyzing research activities, including data collection, data management, literature reviews, reporting, and supporting project planning and dissemination. USINGA is a health and demographic surveillance system (HDSS), which is one of seven research nodes of the South African Population Research Infrastructure Network (SAPRIN).

The successful candidate will be expected to plan and conduct research activities, collect and manage data, perform analysis, review relevant literature, prepare reports and presentations, and contribute to the dissemination of findings, ensuring all work is accurate, timely, and conducted ethically

The incumbent will be reporting to the Project Director, Dr Mbhele.

MINIMUM REQUIREMENTS:

- A relevant Master's or Bachelor's degree (e.g., Public Health, Social Sciences, Statistics, and Demography and Population Studies)
- One year (1) experience in research design, data collection, and analysis.
- Proficiency in Microsoft Office and data analysis software (e.g., STATA, R, NVivo).
- Proven analytical report writing and communication.
- Proven knowledge of HDSS processes and managing embedded projects.
- Experience with community-based research.

For queries, contact USINGA on USINGA@ukzn.ac.za

The closing date for receipt of applications is Thursday, 25 September 2025

Please state the job title and the reference in the subject line

Applicants are required to submit the following:

- A comprehensive CV outlining the relevant experience.
- Certified copies of certificates.

Applications must be emailed to USINGA@ukzn.ac.za.