

VACANCY

Job title:	Research Study Assistant (12 Month Fixed Term Sessional Contract) X8
Type:	Permanent <input type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input checked="" type="checkbox"/>
Main purpose of the job:	Research support for the Wits Health Hubb.
Location:	Wits Health Hubb Office, DLAB Precinct, Jabulani, Soweto
Closing date:	03 November 2023
Submit detailed CV to:	Kabelo Makhale at vacancies29@witshealth.co.za
Advert reference number:	KM – 001 Research Study Assistant

In accordance with our Employment Equity goals and plan, preference will be given to suitable applicants from designated groups as defined in the Employment Equity Act 55 of 1998 and subsequent amendments thereto.

Key performance areas

Explain the purpose, risks and benefits of the study to the participants.
 Address relevant concerns and misconceptions about the study with participants.
 Administer questionnaires.
 Perform clinical measures (anthropometry, physical function tests etc.).
 Receive queries from participants and address or refer the queries to your line manager accordingly.
 Establishing a relationship of trust and respect with participants.
 Follow GCP guidelines when completing participant visit forms.
 Enter data accurately into REDCap.
 Follow-up on any missing data.
 Assist with participant feedback and community engagement.
 Assists with preparation and editing of research documents: examples include data collection instruments, articles, presentations, and reports.

Required minimum education and training

Grade 12
 Good Clinical Practice (Current/Valid)
 NQF level 3: Health Promotion Certificate

Required minimum work experience

1 years' experience in Health Promotion.

Desirable additional education, work experience and personal abilities

Must possess strong organizational skills.
 Interested in community engagement Ability to follow SOP and accuracy and precision of data collection.
 Ability to multi-task.
 Must be detail orientated.
 Must be able to work as a member of a team.
 The ability to work in a complex and demanding environment.
 It is expected that s/he will apply consistent adherence to research ethics.

Should you be interested in applying for this vacancy, please send an email to vacancies29@witshealth.co.za.

The subject heading of the email must read **KM – 001 Research Study Assistant** and the job title of position applying for. Please include the following documentation:

- A cover letter (maximum one page) that clearly states which vacancy you are applying for
- A detailed CV