

VACANCY

Job title:	Auxiliary Nurse X 2 (8 Months Fixed Term Contract)
Type:	Permanent <input type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input checked="" type="checkbox"/>
Main purpose of the job:	To provide quality nursing care services under the supervision of a professional nurse within the scope of practice as defined by the SANCO. This includes support activities such as providing patient care and general assistance to the clinical trial offices. The Auxiliary nurse is responsible for screening and enrolling study participants
Location:	PHRU – Louis Trichardt, Tshilwavhusiku CHC and Polokwane CBD. (Positions will be placed in surrounding area of Louis Trichardt and Polokwane)
Closing date:	27 August 2024
Submit detailed CV to:	Mamosa Phashe at vacancies15@witshealth.co.za or 086 566 6659
Advert reference number:	MP – 081 - Auxiliary Nurse
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

Screen patient files and identify potential participants
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 Enrol participants by educating them about the study and obtain informed consent according to SOPs.
 Complete relevant study documentation / questionnaires and checklists.
 Prepare the necessary tissue sampling kits as outlined in the SOP.
 Perform body identity verifications to ensure that the correct participant is sampled.
 Perform the task of the instrument assistant during sampling procedures.
 Label and document samples according to study SOP's after all samples have been collected.
 Ship samples to the relevant laboratories as per study protocol guidelines.
 Collect and copy required data from participant's medical file and record information into the participant file.
 Record and maintain enrolment logs on a daily basis
 Complete and file all relevant documentation (CRF's, source documents etc.) in participant files.
 Follow GCP guidelines when completing participant visit forms
 Report on stats of participants enrolled on a daily basis
 Act in a professional and friendly manner in all dealings with internal stakeholders
 Show a high level of customer centricity at all times
 Take ownership and accountability for tasks and demonstrate effective self-management.
 Follow through to ensure that quality and productivity standards of own work are consistently and accurately maintained.
 Maintain a positive attitude and respond openly to feedback.
 Take ownership for driving own career development by participating in ongoing training and development activities such as workshops, forums, conferences etc.

Required minimum education and training

Matric
 Qualified as an Auxiliary Nurse
 Drivers Licence and able to drive a manual vehicle
 Good Clinical Practice certificate

Professional body registration

Registered with the South African Nursing Council as an Auxiliary Nurse.

Required minimum work experience

1 years' experience in clinical trials or observational research studies.

Desirable additional education, work experience and personal abilities

Good Clinical Practice/Human Subject Protection certification advantageous

Ability to lead and work independently as well as be part of a multidisciplinary team

Flexibility to adapt to changes in study requirements

Empathetic towards people living with HIV/AIDS

Ability to speak local languages

Computer literacy

Willingness to learn

Good administrative skills together with working knowledge of Microsoft Office.

Pro-active and adaptable.

Ordered and systematic with strict compliance to protocols.

Able to work under pressure and adhere to deadlines.

Self-motivated, able to work independently and as part of a multidisciplinary team.

It is expected that s/he will apply consistent adherence to research and GCP practices.

Should you be interested in applying for this vacancy, please send an email to vacancies15@witshealth.co.za. The subject heading of the email must read **MP – 081 - Auxiliary Nurse** 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