

VACANCY

Job title:	Research Medical Officer
Type:	Permanent ☐ Fixed Term ☒ Temporary ☐
Main purpose of the job:	To recruit, screen and provide health care to patients participating in clinical trials according to study protocols.
Location:	7 Esselen Street, Hillbrow, Shandukani Research Centre (CRS)
Closing date:	02 December 2025
Submit detailed CV to:	Vacancy5@wrhi.ac.za
Advert reference number:	UM 12-2025

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 and enrol eligible patients in accordance with study protocol and ethical guidelines.
 Study the full history of patient and discuss the relevant risk factors.
 Review vital signs and perform physical examination and make appropriate assessment.
 Clinical Management of participants according to standard of care, and/or protocol guidelines.
 Appropriate treatment of participants.
 Report adverse events and follow up participants according to standard of care guidelines and/or protocol.
 Strategize regarding appropriate recruitment plans and implement retention strategies.
 To review HREC application forms before submission to RRC.
 Review CTF before admission to SAPHRA.
 Proactively resolve protocol queries and missing data with the research team with attention to detail.
 Completes patient logs.
 Attend meetings as required.
 Engage and meet with sponsors, monitors and other external stakeholders as required.
 Clinical staff oversight and management (not direct line management).
 Review and act appropriately on results.
 Completes note to files and corrective and preventative action plans. Assist with implementation and staff training.
 Assist with development of study related as well as site specific documentation eg: SOP's and source documentation etc.
 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 and proactively to feedback.
 Take ownership for driving own career development by participating in ongoing training and development activities such as workshops, forums, conferences etc.
 Participate and give input in ad hoc projects and initiatives.
 Identifies strengths and weakness and build on these aspects.
 Identify research questions in specialist area.
 Write grants, protocols and ethics applications in order to fund and perform research studies.
 Implement research studies in conjunction with the research teams.
 Assist with clinical duties in research projects.
 Attend and participate in organisational research meetings.

Required minimum education and training.

MBBCh degree or equivalent.

Required minimum work experience

Minimum 2 years' experience of which 1 should be experience gained in a HIV and Paediatric environment.

Desirable additional education, work experience and personal abilities

Certification in HIV Management and good clinical practice.

Research and epidemiology experience.

Well organised, ordered, systematic and analytical.

Working knowledge of Microsoft Office.

Assertive, confident and adaptable.

Able to work under pressure and adhere to deadlines.

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

Display a concern for patients and willingness to respond to patients' needs and requirements.

Able to prioritise own work load, take initiative (pro-active) and work to tight deadlines.

Self-motivated with a high regard for work ethic, values and integrity.

Should you be interested in applying for this vacancy, please send an email to vacancy5@wrhi.ac.za. The subject heading of the email must read **UM 12-2025** 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