

| VACANCY | |
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| Job title: | Research Assistant x2 (6 Months FT) |
| Type: | Permanent <input type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input checked="" type="checkbox"/> |
| Main purpose of the job: | Recruitment of participants according to study requirements. |
| Location: | Chris Hani Baragwanath Academic Hospital. |
| Closing date: | 18 February 2025 |
| Submit detailed CV to: | vacancies41@witshealth.co.za |
| Advert reference number: | Research Assistant_02 |
| 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

- Screening participants for study eligibility.
- Conduct informed consent process with participants.
- Conduct field work within Soweto by visiting homes or contacting participants telephonically to schedule visits.
- Conduct survey data collection from field work and review daily data for all indicators.
- Make use of Redcap to collect data, monitor and evaluate daily, weekly, and monthly data.
- Review and capture missing data where applicable.
- Responsible for storing and archiving of data as per the unit's Standard Operating Procedures (SOP's).
- Adherence to project protocols, Good Clinical Practice (GCP) and local requirements for the ethical conduct of research in human participants.
- Ensure that daily, weekly and monthly study milestones are met in terms of enrolling participants and collecting data.
- Assist with qualitative and quantitative data analysis.
- Assist with daily, weekly and monthly reporting for study progress and success.

Required minimum education and training

- Bachelor's degree or Honours in Public Health or related field.

Desirable additional education, work experience and personal abilities

Should be fluent in English and at least one local language.

Should possess written and verbal skills.

Good Clinical Practice (GCP) certificate would be advantageous.

Should be able to work independently and as part of a multi-disciplinary team.

Should be tactful and respectful and possess good administrative skills.

Should be ordered and systematic with strict compliance to protocols.

Should be able to work under pressure and adhere to deadlines

Required minimum work experience

Minimum of 1 year fieldwork experience within a research environment.

Should you be interested in applying for this vacancy, please send an email to vacancies41@witshealth.co.za. The subject heading of the email must read **Research Assistant_02**. Please include the following documentation:

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



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