

| <b>VACANCY</b>  |  |
|---|--|
| <b>Job title:</b>   | <b>Research Assistant x 1 (12 Month Fixed Term)</b>  |
| <b>Type:</b>  | Permanent <input type="checkbox"/> Fixed Term <input type="checkbox"/> Temporary <input checked="" type="checkbox"/> |
| <b>Main purpose of the job:</b>   | To assist with different aspects of research, laboratory processes, data collection, collation, and report writing   |
| <b>Location:</b>  | Modderfontein Road, Sandringham  |
| <b>Closing date:</b>  | 07 April 2026  |
| <b>Submit detailed CV to:</b>   | <a href="mailto:vacancies12@witshealth.co.za">vacancies12@witshealth.co.za</a>                                       |
| <b>Advert reference number:</b>   | DM – – Research 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

Assessing study participation eligibility  
 Updating of study specific control sheets  
 Registration of samples on the laboratory information system or other study specific software  
 Document and track project plans and milestones  
 Attendance of meetings as and when required  
 Maintain Source document templates and make corrections to source templates as and when required by PI and/or monitor  
 Support different sections within the centre i.e. labelling, data entry, supplies, filing and storage etc.  
 Process samples according to SOPs and study requirements  
 Report writing  
 Planning and prioritising the study needs and requirements.  
 Minute taking during study meetings.  
 Identify processes for improvement and work with supervisor to initiate process improvement projects.  
 Take ownership and accountability for tasks & activities and demonstrates effective self-management.  
 Follow through to ensure that quality and productivity standards of own work are consistently and accurately maintained.  
 Inform relevant parties in the event of tasks or deadlines not met and provides appropriate means of resolution  
 Maintain a positive attitude  
 Respond to queries timeously  
 Willing to help others and go the extra mile to meet team targets and objectives  
 Perform any ad-hoc tasks required by the supervisor

### Required minimum education and training

Grade 12.  
 Degree in Biological Sciences – Microbiology or Molecular Biology  
 Registration with HPCSA

### Required minimum work experience

Laboratory experience will be advantageous. No minimum work experience required.

### Desirable additional education, work experience and personal abilities

Honours or Master's degree will be advantageous.  
 Completion of degree related research project in TB

Wits Health Consortium (Pty) Ltd is a wholly owned subsidiary of the University of the Witwatersrand.

---

Computer literate.  
Able to work under pressure.  
Flexibility.  
Independent worker.  
Time management.  
Deadline driven.  
Assertive.

Should you be interested in applying for this vacancy, please send an email to [vacancies12@witshealth.co.za](mailto:vacancies12@witshealth.co.za). The subject heading of the email must read **DM – – Research 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