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**SENIOR RESEARCH OFFICER
3 YEAR FIXED-TERM CONTRACT
GROOTE SCHUUR HOSPITAL; OBSERVATORY**

The Desmond Tutu HIV Foundation (DTHF) is a registered non-profit organisation focused on the pursuit of excellence in research, treatment and prevention of HIV and related infections in Southern Africa.

We have fantastic job opportunities across our businesses for talented people wanting to realise their full potential. Could that be you? If so, we invite you to explore the possibility of joining us to play your part in Desmond Tutu HIV-Foundations' exciting future.

The DTHF seeks to recruit a full-time Senior Research Officer in a 3-year fixed term contract position which will be based at J52 Old Main Building, Groote Schuur Hospital in Observatory, Cape Town. The main purpose of this position is to join our team in a senior role and take shared responsibility for components of the ongoing operational sustainability of the DTHF Clinical Trials Unit and Groote Schuur Clinical Research Site (GHS CRS). This includes being Principal Investigator on a number of treatment or prevention studies.

Requirements:

- MBChB degree and registration with the Health Professions Council of South Africa (HPCSA)
- 3-5 years of clinical working experience in a NIH clinical trials environment
- 3-5 previous experience as a Principal Investigator
- Strong computer literacy in MS Word, Excel, Outlook and PowerPoint
- Valid code 8 driver's license and own transport
- Knowledge of the clinical research regulatory and governance environment relating to clinical trials is essential
- Enthusiasm and a progressive approach to people management including recruitment, performance management and developing others
- Proven ability to build interpersonal relationships with excellent networking skills and translate these into organisational structures
- Excellent project management skills with proven ability to adapt and respond to change
- Excellent knowledge of quality control, activities, systems and processes (QC)
- Action oriented
- Ability to work independently and within a team
- Excellent communication (oral and written)
- Strong problem-solving skills
- Excellent organizational skills
- Attention to detail
- Problem solving
- Excellent work standards
- Diligence

Advantageous:

- Clinical experience in a senior management capacity
- Experience in financial and resource planning
- Previous experience in liaising with stakeholders from the Division of AIDS (DAIDS)

Responsibilities

- Manage 3-7 clinical studies as a principal investigator; spending at least 3 days a week in the J52 clinical trial unit.
- Spend at least 1 day a week working as a Medical Officer at a community ART site.
- Site management, general administration, staff line management (3-5 staff), recruitment and development
- Develop and maintain a high level of awareness in the national and international community of the DTHF Clinical Trials Unit and GSH CRS to ensure its on-going relevance and sustainability
- Share in supporting the strategic direction of the DTHF Clinical Trials Unit and GSH CRS to ensure that it meets its deliverables
- Monitoring trial progress and ensuring that the project deliverables are met
- Effective and open communication within the project team
- Delivering onsite training of investigators and staff
- Preparation and delivering of presentations at Investigator's Meetings
- Share in oversight of risk, regulatory and quality assurance for the site

Values fit: Passion Innovation Progress Integrity Respect Excellence

To apply, quote Job reference, submit CV, motivation letter with certified copy of highest qualification and details of three (3) current contactable referees to: Attention HR Manager Jobs@hiv-research.org.za by 28 February 2020 Job reference: #DTHF/C005. Incomplete applications will not be considered. Only on-line applications submitted via our jobs portal will be considered.

NB: Only short-listed candidates will be contacted. We are committed to equity in our employment practices. It is our intention to appoint individuals with the aim of meeting our equity objectives. We reserve the right not to appoint if no suitable candidates are identified.

I understand and accept that, by applying for this role, I authorise Desmond Tutu HIV Foundation in its capacity as employer, to access my personal information stored, and to utilise said information for recruitment purposes for this role.

This job may be removed before it expires.

If you are a foreign national applying for this position please attach a copy of your work permit to your application.

If you have not heard from us within two weeks after the closing date please consider your application as unsuccessful.

Desmond Tutu HIV Foundation is a child friendly organisation committed to the protection of children.

For more information about the organization please visit our website at www.desmondutuhivfoundation.org.za