



## **UNIVERSITY OF NAIROBI EXTERNAL JOB VACANCIES (PROJECT POSITIONS)**

Applications are invited for the following position:

**RESEARCH ASSISTANT, TIMCI STUDY – PRINCIPAL’S OFFICE, COLLEGE OF HEALTH SCIENCES – AD/2/67/21 (17 POSTS) (CHS)**

### **The Position**

Reporting to the Study Coordinator, the Research Assistants (RAs) will be responsible for field data collection, quality control and data uploading onto the set data management platforms. While working at the assigned county and in the allocated study sites, the RAs will be expected to work closely with their specific Research Study Leads and the County Health Care Workers.

### **Responsibilities**

- Ensure availability of data collection tools at the study sites
- Maintain copies of data collection forms (ensuring accurate updating as needed) and support documentation for data management
- Ensure study data is well captured and entered into project tools
- Coordinate identification and follow up of study participants for recruitment and data collection
- Ensure adherence to ethics for research including obtaining informed consent from all participants and maintaining records.
- Ensure that different research components are supported to access participants and collect required data sets
- Work with their specific Research Study Leads, County/Sub County HRIOs and project team to ensure monthly data from electronic Clinical Decision Support Tools (eCDSA) is reported on time to DHIS 2
- Monitor performance and quality control plans to identify gaps and inform study team
- Identify, analyze, and interpret trends or patterns in study data collection
- Assist with compilation of timely, accurate and complete study data
- Provide study reports relating to implementation of study protocol
- Support onsite training of health care workers on data entry and reporting.
- Conduct Routine data quality assurance (RDQA) together with County /Sub County Health Management Teams and study team
- Participate in project data and performance reviews as required with study team
- Regularly provide feedback to study team and stakeholders on data performance; appropriate dissemination or results
- Ensure field data collection and management procedures have set timelines and meet established deadlines
- Assist in the preparation of the monthly, quarterly and/or annual reports
- Any other duties that may be assigned by the Principal Investigator

## Required Academic Qualifications

- At least a diploma in nursing/clinical medicine/medical statistics or related field from a reputable college or university.
- A minimum C+ mean grade in KCSE or equivalent
- ICT proficient with proficiency in use of Microsoft Office packages (Ms Word, Excel, Powerpoint etc)
- Knowledge in use of health aggregate database (MOH DHIS2)
- Training in quantitative and qualitative research methods

## Experience

- At least two (2) years relevant experience working in a health Institution and or participation in health research.
- Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy
- Adept at queries, report writing and presenting findings
- Experience in electronic data collection with a bias to ODK will be an added advantage

## Required Skills, Knowledge and Abilities

- Willingness and ability to work in either Kitui, Kakamega or Uasin Gishu Counties
- Available for training and deployment from March 2021
- Communication skills both oral and written
- Networking and collaboration skills
- Team player
- Ability to work under minimum supervision
- Attentive to details

## Terms of appointment

This a position whose tenure is one (1) year contract renewable based on performance and by mutual consent. The salary is negotiable depending on the level of education and work experience.

## NOTES

1. Applicants should email their application letters and certified copies of certificates and CV giving details of their qualifications, experience and 3 referees indicating their telephone contacts and e-mail contacts.
2. Applications and related documents should be addressed to **The Principal, College of Health Sciences** and forwarded through the applicants' heads of departments, where applicable.
3. Applicants should state their current designations, salaries and other benefits attached to those designations.
4. The application letter must bear the reference code as shown in the advertisement.
5. Applications should be emailed to **recruit-ratimci@uonbi.ac.ke**

**CLOSING DATE: FRIDAY, MARCH 12, 2021.**

**THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER.  
ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.**