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**MAC- COMMUNICABLE DISEASES ACTION CENTRE**

**VACANCY ANNOUNCEMENT**

**RESEARCH ASSISTANTS**

**(BLANTYRE, CHIKWAWA, MACHINGA, BALAKA, MANGOCHI, PHALOMBE, ZOMBA)**

MAC-CDAC is a research unit under the Kamuzu University of Health Sciences that works with Ministry of health, local and international health agencies to address priority health problems in Malawi and the SADC region through operational and evidence synthesis research, capacity building and training, health care systems strengthening, disease surveillance, and monitoring and impact evaluation in communicable diseases including malaria, HIV, vaccine preventable diseases and Neglected tropical diseases.

MAC-CDAC is inviting applications from suitably qualified to work as **Research Assistants**. Under the Malawi International Center of Excellence for Malaria Research study, MAC intends to conduct a Health Center-based Surveillance to assess the impact of RTS,S malaria vaccine and dual-active ingredient long-lasting insecticidal nets on the incidence of uncomplicated clinical malaria. The study will cover 36 selected health centres in the following districts: Blantyre, Chikwawa, Machinga, Balaka, Mangochi, Phalombe and Zomba.

**Position summary**

The Research Assistants will be responsible for capturing patient-level data from OPD registers and syncing the collected data to the servers as well as assisting with any additional study activities during the study period in the 7 selected districts.

**Duration of Contract**

The initial contract will be for twelve (12) months with possibility for further extension based on performance and availability of funding.

**Reporting Line:** The Research Assistants will be reporting to the Site Supervisor

**Duties and Responsibilities will include but not limited to:**

* Capturing and uploading to servers patient-level data from OPD registers in accordance with SOPs and the study protocol.
* Conducting documentation and data quality checks.
* Assist in all aspect of QC as needed by working with the Data Officer or Data Manager or PIs to resolve any issues emanating from the field.
* Identification of facilitators and barriers to quality data collection and report these to the Data Officer or Data Manager or PIs.
* Assist health facility data clerks in ensuring data is entered timely, clean, and monthly reports are timely submitted
* Participate in continuous study participant mobilization and education.
* Assist in communication with community and health centre leaders.
* Report any challenges to the Data Officer or Data Manager or PIs, or administrators.
* Participate in team work to conduct all aspects of the study.
* Carrying out any other duties assigned by the Data Officer or Data Manager or PIs from time to time.

**Professional qualifications and work experience**

* Must be a holder of a Malawi School Certificate of Education (MSCE).
* 3 years’ experience in clinical or health related field research.
* Proven experience riding a motorcycle with a valid license.
* Good record-keeping, time-management and organizational skills.
* Good communicator in local languages (Chichewa, Yao, Lhomwe and Sena) and English.
* Ability to work under pressure and meet deadlines.
* Good computer skills with experience in electronic data capture including using tablets.
* Effective verbal and written communication skills.
* Experience in health-related research or research setting.
* Willing to live and travel extensively in rural areas using a motorcycle, including walking long distances to hard-to-reach areas.

**Remuneration**

Remuneration will be commensurate with experience and qualifications as applicable to staff in the Kamuzu University of Health Sciences. KUHES is an equal opportunity employer.

**Application procedure**

Suitably qualified candidates should forward their applications by e-mail. Indicate the position being applied for as subject of the email as ***“ICEMR Health Centre Surveillance Research Assistant application”***. Applications **should be submitted as a one pdf document** in the email and should include a cover letter, a detailed and signed CV, certificates, up to date copy of Good Clinical Practice certificate and names of three traceable referees, and should be addressed to:

The Registrar

Kamuzu University of Health Sciences

P/Bag 360

Chichiri

Blantyre 3

**Email:** recruitment@kuhes.ac.mw and vacancies@mac.kuhes.ac.mw

Applications should be submitted not later than **11th May 2025**. Only short-listed candidates will be acknowledged.

The successful candidates will be required to undergo a safeguarding check prior to

appointment and periodically during employment.