



University of Cape Town Lung Institute CENTRE FOR LUNG INFECTION AND IMMUNITY

COMMUNITY HEALTH WORKER / DRIVER

The **Centre for Lung Infection and Immunity (CLII)** (http://www.lunginstitute.co.za/content/lung_infection.html), invites applications from suitably qualified candidates for a **COMMUNITY HEALTH WORKER / DRIVER*** on a **Fixed Term Contract**, for appointment as soon as possible.

CLII is based within the Division of Pulmonology in the Department of Medicine at UCT and is committed to the pursuit of excellence in research, treatment, training and prevention of TB in Southern Africa.

CLII conducts various HIV/ TB/COVID-19 related research projects that are conducted at numerous sites in Cape Town.

The incumbent will be responsible for screening and recruiting new trial participants, supporting participants during the clinical trial and doing driving duties to various sites, as well as transporting participants.

Minimum Requirements:

- Grade 12 / Matric Equivalent (preferable)
- Experience in the healthcare environment
- In possession of a valid South African Driver's License (Code 10) is essential
- Willingness to travel to areas where clinics and state hospitals are located
- Familiar with Cape Town and surroundings
- Fluent in English and another South African Language
- Good interpersonal, communication and time management skills
- Ability to work under pressure and within time constraints
- Must possess a positive and professional attitude, with a customer centric outlook
- Credit and Criminal Clear

Advantageous:

- Sound knowledge of recruiting area
- Knowledge of medical terminology (especially TB/HIV/COVID-19)
- Professional Driving Permit
- Knowledge of Good Clinical Practice (GCP)
- General Computer Literacy

Responsibilities include (but not limited to):

- Recruitment, screening and consenting of study participants
- Transportation (Drop-off and collection) of documents or participants in trials as per instructions provided by manager
- Collection / Drop-off of staff for training / meetings / recruitment
- Drive to destinations to drop off and / or collect participants and /or documents as instructed by line manager
- Ensure correct handling and transport of specimens to the relevant laboratories.
- Adhere to the Rules and Regulations as provided concerning the use of company vehicles
- Be mindful of the Health and Safety of the participants and staff being transported and of self
- Retention and follow-up of study participants (to attend appointments)
- Ensure that medication packets are correctly labelled and that participants take it at prescribed times
- Do home visits to participants who default their appointments
- Keep Registered Nurse informed of participants and report any irregularities
- Data Collection and administrative duties - questionnaires, data entry and verification
- Maintain database of participant information and complete participant progress reports as required
- Provide education and support to participants during the screening process
- Educate participants on their medication, research, TB/HIV/COVID-19, and adherence
- Perform any reasonable ad-hoc duties as requested by management
- Be present onsite when not out on road to assist with ad-hoc duties in the office

Additional Information:

- 6-month Fixed Term Contract
- Working hours 40 hours per week, Monday to Friday
- Position will be based in Cape Town

Application process:

To apply, interested applicants are requested to submit a **Cover/ Motivation Letter** and **updated 3-page Curriculum Vitae (CV)**, including **2 contactable references** to: uctlirecruitment@uct.ac.za

Applications will only be accepted via email.

Reference (in subject line): CHW/Driver: CLII

Closing Date: 10 February 2023

Only shortlisted candidates, who **respond with the correct reference**, will be contacted. Should you not receive a response within 30 days of the closing date, please consider your application unsuccessful.

***Please Note: This Position is not on UCT Conditions of Service.**
