



## RESEARCH OFFICER (LECTURER)

(12-month contract: 20 Hours per week)

**Cape Heart Institute**  
**Department of Medicine**  
**Faculty of Health Sciences**

The Cape Heart Institute (CHI) is embedded in the Department of Medicine and invites applications from suitably qualified candidates for a part-time (20 hours per week) 12-month contract position as a Research Officer **for appointment from 1 March 2024**

The intent of CHI is the application of its extensive array of scientific and research skills and capacities within a multi-disciplinary environment, extending from the most basic enabling technologies to clinical studies and public health approach.

The post will be administered by Professor Karen Sliwa, director of the CHI, and the successful candidate will be an MBChB graduate who has completed the community service year. The candidate will work within the Heart of Africa and Cardiac Disease in Maternity research groups.

The term of the post will initially be one year with a possibility of renewal (depending on availability of externally derived funds). Essential responsibilities include but are not limited to:

- Clinical research logistics, ethical approvals, attaining import/export permits and receiving and overseeing samples and its' storage.
- Clinical data collection, data entry and management; and oversee several local and African research projects.
- Assist in manuscript preparation, e.g., figure composition.
- Ad hoc tasks pertaining to small local clinical trials which would include assisting with the management of patient care.

This 12-month part-time contract post will be held at the Department of Medicine within the Faculty of Health Sciences of the University of Cape Town (UCT). **The daily activities of this post will be based at CHI, Faculty of Health Sciences, UCT.**

### Requirements:

- MBChB degree
- Completed community service – to be completed by December 2023
- Registration with the Health Professions Council of South Africa (HPCSA)
- Own Malpractice Insurance with relevant bodies e.g., MPS
- Previous research experience e.g. abstracts, publications, Honours or Master's.
- Current accredited Good Clinical Practice (GCP) certificate or willingness to obtain within a month of starting.
- Good interpersonal skills
- Computing skills appropriate for medical research
- Verbal, written and reading fluency in English
- Excellent organizational and logistical skills
- Current work permit for South Africa (if non-South African)

### Advantageous

- Previous working experience with the following software: RedCap and Biorender
- Good knowledge and experience in cardiovascular research.
- Track record of successfully working in a multidisciplinary clinical team

### Responsibilities:

- Organization of clinical research and related tasks, obtaining import/export licenses, obtaining ethical clearances, and receiving, supervising, and managing sample storage.
- The administration, entry, and gathering of clinical data, as well as overseeing various regional and international research initiatives.
- To assist with routine duties relating to small local clinical studies, such as managing patient care
- To help with the presentations and figure creation for upcoming manuscripts.
- Close liaison with lead investigators, study coordinators, the monitoring team, trial sponsors and international sites.
- Management, supervision, and teaching of clinical research staff as required by the project.
- Development or revision of study SOPs, Case report forms and database as needed.
- Attend academic meetings, prepare and possibly present study data.

The annual cost of employment, is R429 264.24

Candidates may make informal enquiries in confidence via email to Professor Karen Sliwa ([karen.sliwa-hahnle@uct.ac.za](mailto:karen.sliwa-hahnle@uct.ac.za)).

**To apply**, please e-mail the documents listed below in a single pdf file to: [maggie.grootboom-debruyn@uct.ac.za](mailto:maggie.grootboom-debruyn@uct.ac.za)

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Cover letter, and
- Curriculum Vitae (CV)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and may be required to undergo an assessment.

**Telephone:** 021 406 6358

**Website:** [www.medicine.uct.ac.za](http://www.medicine.uct.ac.za)

**Reference number:** E231204

**Closing date:** 15 December 2023

*UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented Designated Groups. Our Employment Equity Policy is available at [www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf](http://www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf).*

UCT reserves the right not to appoint.