



### **INTERNAL JOB OPENING: RESEARCH ASSISTANTS (2 positions)**

The Infectious Diseases Research Collaboration (IDRC) seeks to hire suitable candidates for the position of **Research Assistant** for the IBIS Health study to be based South Western Uganda. The IBIS Health study will evaluate the comparative effectiveness and sustainability of innovative incentive strategies, informed directly by theories from behavioural economics and decision psychology, to promote repeat HIV testing among high risk populations, and HIV treatment among HIV-infected adults in rural Uganda. The Successful candidate will be reporting to the **Project Coordinator**.

#### **Duties and Responsibilities:**

1. Obtaining informed written and verbal consent from potential study participants.
2. Recruitment and enrolment of participants into the aim 3 repeat HIV testing trial.
3. Obtaining digital finger print biometrics for all participants enrolled into the study
4. Verbally administering questionnaires to participants and recording responses using computer tablets, and providing follow up tracking for participants lost to follow up.
5. Making sure that participants' cash deposits are well documented and safe
6. Participating in data quality assurance practices, including weekly review of study progress
7. Maintaining confidentiality throughout study period
8. Being responsible and providing safety of the organization's equipment and accountability for resources.

#### **Key result areas**

1. Fully completed participants' consents.
2. Participants correctly screened, enrolled and followed up.
3. Accurate and timely completion of questionnaires and resolution of data queries.
4. Proper documentation of participants' financial incentives.
5. Maintaining high levels of confidentiality.
6. Excellent team work and interpersonal skills.

**Qualifications and other desirables for the job:**

1. A Bachelor's degree in Health Sciences or Humanities from a recognized institution.
2. Must have prior working experience in a research setting.
3. Must have Evidence of GCP/HSP training
4. Additional training in HIV and related infectious diseases is an added advantage.
5. Integrity and ability to develop a good working relationship with communities.
6. Must have knowledge of research ethics.
7. Excellent knowledge (both oral and written) of Runyankole/ Rukiga languages.

**How to apply:**

Typed letters of application together with current CV plus copies of academic certificates should be delivered to:

The Human Resource Manager

**Infectious Diseases Research Collaboration (IDRC),**

**P. O Box 7475, Kampala, 2C Nakasero Hill Road OR IDRC Tororo Office at the Tororo District Hospital OR IDRC Mbarara Office on Ntare road off Nkokonjeru junction OR IDRC Mbale Office on Plot 35 Masaba Road OR IDRC Busia Office at Masafu General Hospital OR IDRC Fort portal Office Kagote Division, Kabafumu Road OR IDRC Jinja Bugembe Office next to Uganda Prisons.**

This advert can also be found on the IDRC website [www.idrc-uganda.org](http://www.idrc-uganda.org) and all social media sites.

**ADDITIONAL IMPORTANT COMMENTS:** Please note that failure to comply with the below will render your application invalid for this process.

1. All applications must be delivered on or before **5:00pm, Monday, 3<sup>rd</sup> September 2018.**
2. All applications must be accompanied by the following at the time of submission:
  - a) Current CV
  - b) Typed letters of application
  - c) The contact details of three work related referees
3. Copies of academic certificates.

4. Submission of incomplete or inaccurate documents will render the applicant ineligible for consideration for the job opening.
5. Applications cannot be amended following submission.
6. PLEASE NOTE THAT ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED FURTHER.