



JOB OPENING: MEDICAL OFFICER (1 POSITION)

The Infectious Diseases Research Collaboration (IDRC) with support from Malaria Action Plan for Districts (MAPD) seeks to hire suitable candidates for the position of **MEDICAL OFFICER** to conduct antimalarial therapeutic efficacy studies. The successful candidate will be based at any one of the following sites namely **Arua, Apac, Busia, Mubende and Kanungu district**.

Duties and Responsibilities

- 1) Responsible for recruitment of patients, their assessment and management during follow up, Responsible for patient care and wellbeing;
- 2) Recording results of all clinical evaluations and keeping record of all relevant activities in the study clinic.
- 3) Review data collection forms for accuracy and completion;
- 4) Write/provide all required reports and ensure regular communication with the Principal Investigator.
- 5) Prompt electronic data entry within 48 hours of data capture and respond to data clarification queries within 24 hours
- 6) Management of the daily operation of the study clinic, ensuring it opens Mon – Sun 8 a.m-5 p.m including weekend coverage.
- 7) Ensuring proper daily laboratory operations including correct specimens labeling & processing and follow up on laboratory results and transfer to study forms;
- 8) Ensure all patients are followed up till discharge from the study and any patient who misses a clinic visit is followed up at home;
- 9) Ensure study is conducted in accordance with GCP and GCLP.
- 10) Supervising Study staff including Clinicians, Nurses, Laboratory Technicians and Home Visitors

Key Result Areas

- a) Participants correctly screened, evaluated, enrolled and followed up;
- b) AE &SAE reporting;
- c) Appropriate patient management;
- d) Accurate and timely entry, tracking and recording of information on all source documents;
- e) Accurate and timely entry of all data and resolution of data queries;
- f) Project progress reports
- g) Building a Cohesive Study team;

Qualifications and other desirables for the job:

1. Bachelor's Degree in Medicine and Surgery with a valid practicing license.
2. Good knowledge of GCP
3. At least 3 years work experience in a similar setting and or performing a similar activity
4. Good computer skills.
5. Good communication, interpersonal and networking skills
6. Integrity and ability to develop a good working relationship with patients and staff.
7. Ability to operate in a fast and diverse environment

8. Ability to travel to field sites and live in rural settings.

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.

Applications can be submitted to HR@idrc-uganda.org . This advert can also be found on the IDRC website 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 26th March 2018.**
2. All applicants must indicate their preferred duty stations in the application letter.
3. All applications must be accompanied by the following at the time of submission:
 - a) Current CV (Use Word or PDF format only for email submissions; photos are not allowed).
 - b) Typed letters of application (Use Word or PDF format only for email submissions; photos are not allowed)
 - c) The contact details of three work related referees
 - d) Copies of academic certificates (Use Word or PDF format only for email submissions; photos are not allowed):
 - e) Copy of current registration certificate with Uganda Medical and Dental practitioners Council;
4. If you are applying by mail, PLEASE WRITE YOUR NAME & THE NAME OF THE JOB OPENING IN THE SUBJECT LINE OF YOUR E-MAIL.
5. Submission of incomplete or inaccurate documents will render that applicant ineligible for consideration for the job opening.
6. Applications cannot be amended following submission.
7. PLEASE NOTE THAT ONLY SHORTLISTED CANDIDATES WILL BE CONTACTED FURTHER.