KENYA MEDICAL RESEARCH INSTITUTE
VACANCY ANNOUNCEMENT

Opening date: January 7, 2022 **Vacancy No: CGHR/248/01/22**

Project description: Genomics of African Vectors for NMCP Management of Insecticide Resistance (GAVENIR) project was designed to develop the capacity of African scientists to use next-generation sequencing (NGS) data to inform their insecticide resistance management (IRM) strategies. This study will be conducted in Busia County over the next two years. The project seeks to fill the following position(s).

Position: **Quality Assurance Officer (1 Position) KMR 6**
Location: **Busia County**
Reports to: **Regulatory Officer**

Requirements:

- Bachelors degree in Applied Biology, Biotechnology or Medical laboratory.
- At least one (1) year working experience in managing QA/QC in a busy clinical trial.
- Have a good working knowledge of GCP requirements for clinical trials.
- Should have experience working with MS suite (MS Word, Excel and Power point)
- Specialized training in research ethics.
- Previous experience preparing study documents such as SOPs and CRFs
- Licensed motorcycle rider is an added advantage.

Skills:

- Fluency in English and Kiswahili- both written and oral.
- Excellent communication skills; ability to work well individually, in a team, with the public and to collaborate with counterparts.
- Attention to detail and systematic approach to their work.
- Proven leadership skills, assertiveness, and ability to take initiative and work in study sites

Position Description:
The Quality Assurance Officer will report to the Regulatory Officer and will be responsible for ensuring that the data collection and filling work (both paper and electronic) is conducted as per the GAVENIR study protocol and GCP standards. S/he must be flexible and work within the existing structure, in a professional and ethical manner with competence, accountability and integrity.

Specific tasks and responsibilities:

- Monitor study team compliance with required study procedures and GCP standards.
- Assess and ensure subject safety throughout participation in trial.
- Assist in monitoring and documenting adverse events.
- Ensure that the chain of custody of the Study ICF and samples are well maintained.
- Review all participant files for accuracy and ensure specific visit on CRF are completed as per GCP standards.
- Perform QC review of all microscopy result forms.

- Assist in resolving QC queries and record discrepancies identified during reviews.
- Accurately and timely report the problems requiring action from Regulatory Officer.
- Ensure that the ICF is complete and according to GCP standards.
- Performing quality control checks on source documents.
- Writing and reviewing of study Standard Operating Procedures.
- Developing of study source documents.
- Any other duties assigned by the Regulatory Officer.

Terms of Employment: One (1) year contract as per KEMRI scheme of service with a possibility of extension.
Remuneration: Compensation is as per the stated grade, based on education levels, relevant experience and demonstrated competency.

Application should include

1. Letter of Application **(Indicate Vacancy Number)**
2. Current Resume or Curriculum Vitae with Telephone number and e-mail address
3. Three letters of reference with contact telephone numbers
4. Copies of Academic Certificates and Transcripts

Apply to Deputy Director, CGHR, P.O. Box 1578-40100, Kisumu not later than February 14, 2022 and submit application via email address cghr@kemri.go.ke

KEMRI IS AN EQUAL OPPORTUNITY EMPLOYER; WOMEN AND DISABLED PERSONS ARE ENCOURAGED TO APPLY. KEMRI DOES NOT CHARGE A FEE AT ANY STAGE OF ITSRECRUITMENT PROCESS INCLUDING APPLICATION, INTERVIEW MEETING AND PROCESSING OF OFFER LETTER. IF ASKED FOR A FEE, REPORT SUCH REQUEST IMMEDIATELY TO RELEVANT AUTHORITY

Only short-listed candidates will be contacted