KENYA MEDICAL RESEARCH INSTITUTE
VACANCY ADVERTISEMENT

Opening date: February 2, 2022 **Vacancy No:** CGHR/252/01/22

Project description:

The Kenya Medical Research Institute (KEMRI), Liverpool School of Tropical Medicine (LSTM) and Centers for Disease Control and Prevention (CDC) will be conducting a large community-based study of Attractive Targeted Sugar Bait (ATSB) aimed at reducing malaria burden in western Kenya. The 3-year project is part of a larger international ATSB consortium involving three countries in Africa (Kenya, Mali, and Zambia), and international partners in the UK and USA. As part of this effort, KEMRI is searching for an exceptional Data Manager with at least four years of relevant work experience to effectively manage all ATSB Trial data management activities, including the programming and validation of databases, ongoing data cleaning, and provision of high-quality data for interim and final analyses to meet trial targets.

Position: Data Manager, **KMR 6** (1 position)
Location: Kisumu
Duration: One **(**1) year with a possibility of extension
Reporting to: Principal Investigator

Job description

The successful candidate will work with the Trial Manager and the Principal Investigators in organizing and overseeing data collection. This holder of this position will be stationed at Kisian with occasional visits to the study field sites.

Duties and Responsibilities

- Develop and maintain throughout life cycle of study projects the Standard Operating Procedures (SOP), Data Management Plans (DMP), Data Quality Plans, and other plans as delegated/required, and ensure that these are followed according to study design/protocol and requirements;.
- Participate in study setup initiation, implementation, closure, and archiving procedures: i.e., CRF design, database design, database edit checks, design/review, Data Management Plan review/approval and annotated CRF design.
- Ensure clinical databases, external data files and analysis datasets are designed in a standard, accurate, complete, and consistent format conducive to analysis and possible regulatory submission.
- Develop, review, and approve all SOPs, and job aids related to Data Management in collaboration with Quality Assurance and other departments as applicable.
- Coordination of all data collection, cleaning and validation including, working with the trial monitors (where applicable) and resolving any data queries with sites.
- Maintain and update study tablets and other equipment used for data collection, ensuring data is downloaded daily/promptly and that forms are updated as needed.

- Draft interim reports to the Principal Investigator, Sponsor, regulatory authorities, and oversight committees as requested by the Project Manager.
- Training users to use electronic data capture (EDC) systems. This includes creation of training documentation and running training sessions for end users.
- Review and validate data for completeness and perform logical checks to ensure timely query resolutions. Generate QC reports for review, clarification, and correction as well as a variety of other reports as required.
- Participate in planning meetings and scheduled conference calls with the study team and study partners.
- Provide application support, troubleshooting, support training needs, for study staff.
- Assist in the review/analysis of interim and final data for data consistency and accuracy.
- Ensure the conduct of the study is following the currently approved protocol/amendment(s), with current GCP guidelines and with applicable regulatory requirements.

Requirements:

- Bachelor's Degree in Statistics, Applied Mathematics, Computer Programming or any related field.
- Demonstrated experience with EDCs such as REDCap, and ODK-based platforms such as ODK Survey, CommCare, SurveyCTO, etc.
- Demonstrated experience with dashboards and data visualization tools such as PowerBI, GoodData, Tableau or Databox.
- Proficient programming experience using programming software such as SAS/ STATA/ Python / R and domain specific languages like SQL
- Familiarity with Data Quality Assurance concept and data cleaning processes.
- Familiarity with Geographic Information Systems (GIS) and geospatial mapping tools is an advantage.
- Demonstrated experience in data management and analyst in a busy research setting, preferably in the health research environment
- Demonstrated ability to manage large disparate data sets and experience with quantitative analysis
- Familiarity with modern database systems and information technologies including cloud server management
- Demonstrated experience with team management in a data-oriented setting

Skills & Abilities:

- Excellent organizational skills, attention to detail and a focus on quality.
- An analytical mindset with excellent communication and problem-solving skills
- Ability to translate complex problems clearly and in nontechnical terms
- Ability and willingness to learn additional skills on the job
- Ability to prioritize work, exercise initiative and work with minimal direction.
- Ability to manage multiple datasets of medium complexity or size concurrently
- Ability to work independently and collaboratively with colleagues, including research scientists

Terms of Employment: One (1) year renewable contract as per KEMRI scheme of service and a probation period for the first 3 months.

Remuneration: Compensation is negotiable within a relevant grade, based on education levels, relevant experience and demonstrated competency.

Applications should be addressed to the Deputy Director, CGHR, P. O. Box 1578 – 40100, Kisumu and sent electornically to cghr@kemri.go.ke no later than February 22, 2022 . The subject in the email header should be the vacancy number.

KEMRI IS AN EQUAL OPPORTUNITY EMPLOYER; WOMEN AND DISABLED PERSONS ARE ENCOURAGED TO APPLY. KEMRI DOES NOT CHARGE A FEE AT ANY STAGE OF ITS SELECTION 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