



KENYA MEDICAL RESEARCH INSTITUTE VACANCY ADVERTISEMENT

Opening date: April 25, 2023

Vacancy No. CGHR/355/04/23

Program description: The Kenya Medical Research Institute (KEMRI) in collaboration with Liverpool school of Tropical medicine (LSTM) and the US Centers for Disease Control and Prevention seek to recruit a highly motivated and pro-active individual to fill in the following vacancy in the Start for all TB diagnostic study within TB Division. The study aims at evaluating the performance of selected TB diagnostic tests. The incumbent will report to the study coordinator and will be responsible identifying, consenting recruitment, follow up and retention of eligible study participants.

Position: Clerical Officer (Community Interviewer) **J/G-KMR 10** **No. of Vacancies (1)**

Location: Kisumu County

Reporting to: Research Administrator

REQUIREMENTS

- Kenya Certificate of Secondary Education grade D+ (plus)
- Be in possession of GCP certificate
- Be able to ride a motorcycle and in possession of a valid rider license
- Have experience in electronic data collection gadgets e.g smartphone, tablets
- Be a resident or willing to live and work in the study site

DESIRED QUALITIES

- Attention to details
- Ability to write brief reports
- Excellent interpersonal skills

Job description:

Reporting to the study coordinator the field technician will be responsible for consenting, follow up and retention of study participants. 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

- Assist in identification of potential participants
- Consent and recruit eligible participants
- Schedule participants for follow ups
- Complete study forms accurately & completely
- Ensure the required supplies and tools are available for own use in good time
- Work closely with the data team to resolve queries

- Maintain strict confidentiality of sensitive research information
- Participate in monthly program meetings
- Perform any other duties assigned/delegated by the study management.

Applications MUST include the following:

- Letter of Application (**INDICATE VACANCY NUMBER**)
- Current Curriculum Vitae with telephone number and e-mail address
- Three letters of reference with contact **telephone numbers and e-mail addresses of the referees**
- Copies of Certificates

Terms of Employment: This is a one year (1) contract as per KEMRI scheme of service and a with a probation period for the first 3 months. **Remuneration:** Compensation is within the relevant grade, based on educational levels, relevant experience and demonstrated competency.

If you believe you meet the stated requirements please apply to the Deputy Director, CGHR, P.O Box 1578- 40100, Kisumu and send by post not later than May 16, 2023. The subject in the vacancy 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