



ALCOHOL, TOBACCO AND OTHER DRUG RESEARCH UNIT (CAPE TOWN OFFICE)

The South African Medical Research Council (SAMRC) strives to improve the nation's health and quality of life by funding and conducting relevant and leading health research. It further aims to promote equity, career development and progression. The organisation prides itself on three core values: being pioneering, striving for excellence and working collaboratively.

DATA MANAGER

Three-year contract

The Alcohol, Tobacco and Other Drug Research Unit (ATODRU) conducts research and policy analysis locally, nationally and internationally. Its goal is to generate knowledge and propose policy and other interventions that will lead to a reduction in alcohol, tobacco and other drug (ATOD) use and the associated burden experienced by individuals and society.

We are looking for a Data Manager who will be responsible for managing longitudinal datasets from various clinical trials. The incumbent's role is to provide support to the unit's projects to ensure that our quantitative research data are collected and managed efficiently and are accessible to project staff and statisticians for analysis when required.

Responsibilities:

- Development of data management SOPs;
- Developing data entry forms;
- Creating analytical data sets;
- Providing quality assurance to the data collection process;
- Data cleaning; including creating composite variables.
- Running data queries

- Developing data dictionaries/codebooks: Including development of codebooks that include descriptions of all data transformations and final variables; codebooks which present basic properties of variables/scales and descriptive statistics.
- Conducting preliminary descriptive and inferential statistics on the datasets;
- Providing data management and analytic technical support to project investigators.

Core Requirements:

- A Masters' degree in Information Technology, Data Management, or an equivalent professional qualification.
- Proficiency in using SPSS or STATA software for data management and analysis.
- A minimum of two years' experience in managing large data sets for health research.
- A drivers' license
- Excellent computer skills

Advantageous:

- Experience with using Mobenzi Researcher or Redcap

Candidates shortlisted for interviews will be requested to complete a competency test/assessment.

A salary in the region of R459 617 per annum, cost-to-company.

Please go to the following Web Site to complete an online application

<https://forms.gle/E54ESVqk28axP4MX7>

Closing date: 31 May 2019

PLEASE QUOTE THE REFERENCE NUMBER (R248B) IN ALL COMMUNICATIONS. PLEASE BE ADVISED THAT YOUR SUBMISSION WILL NOT BE CONSIDERED SHOULD YOUR APPLICATION NOT BE ACCOMPANIED BY THE REQUIRED INFORMATION AND DOCUMENTATION.

The SAMRC retains the right not to make an appointment. In accordance with the SAMRC's Employment Equity Plan, preference will be given to suitably qualified candidates from the designated groups. For this reason, we require race, gender and disability status to be specified. Disabled persons are encouraged to apply