



UNIVERSITY OF NAIROBI

EXTERNAL JOB VACANCIES (PROJECT POSITION)

Applications are invited for the following position:

STUDY COORDINATOR, ACTION III TRIAL PROJECT, AD/6/81/23 - 1 POST

The Project

The Antenatal Corticosteroids is a WHO multi Country Action Trial Project aimed at improving outcomes in preterm newborns. It will be conducted in three hospitals in Kenya which include Thika level 5 hospital, Nakuru level 5 hospital and Coast General Teaching and Referral Hospital.

Duties and Responsibilities

The Study Coordinator will be expected to work closely with the project (ACTION III) Investigators, Data Manager, Study Site Coordinators and Study Nurses in order to carry out the following duties:

- i) Coordinating the project related Trainings
- ii) Coordinating recruitment of the needed Staff for the project
- iii) Overseeing project data collection
- iv) Overseeing project data management
- v) Coordination and facilitation of monitoring and auditing of the project operations
- vi) Maintenance of registers of randomized participants
- vii) Maintenance of effective and ongoing communication with stakeholders
- viii) Performing any other related duty as assigned by supervisor from time to time

Job requirements/Specifications:

- Kenya Certificate of Secondary Education Grade C or its equivalent with a pass in English.
- B.Sc Nursing **or** Kenya Registered Nurse Midwife **or** Kenya Registered Community Health Nurse
- Five (5) years working experience in a maternity unit preferably in labour ward and newborn unit.
- Computer literacy
- Experience in basic managerial skills.

Experience in Clinical research will be an added advantage

Location

The Study Coordinator will be located in Nairobi, at the University of Nairobi (Kenyatta National Hospital Campus), Department of Obstetrics and Gynaecology

Terms of Appointment

This a one year full time contract renewable based on performance and by mutual consent.

NOTES

1. Applicants should email their application letters, certified copies of certificates and curriculum vitae (CV) giving details of their qualifications, experience and three (3) referees as well as indicating their telephone and e-mail contacts.
2. Applications and related documents to be addressed to the Director, Human Resource, University of Nairobi.
3. Applicants should state their current designations, salaries and other benefits attached to those designations.
4. The application letter must bear the reference code indicated in the advertisement.
5. Late applications will not be considered.
6. Applications should be emailed as one file in PDF to: recruit-scatp@uonbi.ac.ke

CLOSING DATE: TUESDAY JUNE 20, 2023

**THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER
ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED**