

MUHIMBILI UNIVERSITY OF HEALTH AND ALLIED SCIENCES



CAREER OPPORTUNITIES FOR SPRINT RESEARCH PROJECT

Positions

1. Study Coordinator: 1 Post
2. Research Assistants: 8 Posts

Duration of project

January 2025 – January 2027 (24 months)

PROJECT SUMMARY

Muhimbili University of Health and Allied Sciences is inviting applications from suitably qualified Tanzanian to be considered for employment in the positions for the research project titled: **Strengthening Post Crash Care in Tanzania (SPRINT project)**, funded by the World Health Organization Research grant to the Department of Emergency Medicine. The SPRINT research project aims to improve post-crash care and outcomes for victims of Road Traffic Injuries (RTIs) by improving the capacity of first responders and hospitals to care for these patients RTIs. The project will implement and test the impact of 6 components of the World Health Organisation (WHO) emergency care toolkit in pre-hospital and hospital settings in Tanzania along the busy A7 highway connecting the north and south of Tanzania. Through strengthening post-crash care, the project hopes to reduce the avoidable mortality, prevent lifelong disabilities, and improve outcome of RTI victims. In addition to improved patient outcomes, the implementation of standardized trauma form will support the development of a national trauma registry, facilitating assessment, quality improvement strategies, and provide evidence for decision making process by policy makers and other relevant authorities.

POSITION DESCRIPTION

STUDY COORDINATOR

The Study Coordinator will play an essential role in supporting the successful planning, implementation, and monitoring of a clinical trial focused on implementation of World Health Organisation (WHO) emergency care toolkit in intervention sites along A7 highway in Tanzania. The coordinator will serve as a liaison between investigators, clinical staff, sponsors, and other stakeholders, ensuring the study adheres to regulatory guidelines, timelines, and quality standards in *Dar es Salaam, Morogoro and Pwani regions*.

Responsibilities:

1. Project Planning and Organization:

- Coordinate and schedule meetings with research teams, investigators, and external stakeholders.
- Support ethical and regulatory submission processes, including Institutional Review Board (IRB) applications and amendments.

2. Operational Oversight:

- Monitor research progress, ensuring compliance with study protocols, Good Clinical Practice (GCP), and local regulatory requirements.
- Develop and maintain trial documentation, including study files, monitoring plans, and site-specific records.
- Collaborate with research sites to ensure smooth study implementation and resolve operational issues.

3. Communication and Coordination:

- Serve as the main point of contact between research sites, sponsors, data management teams, and investigators.
- Facilitate regular updates and reporting on trial status to key stakeholders.
- Coordinate and track recruitment efforts, retention strategies, and participant follow-ups.

4. Data Management and Reporting:

- Support data collection, entry, and quality checks to ensure accuracy and completeness of clinical and qualitative trial data.
- Assist in preparing progress reports.
- Collaborate with data manager and research assistants to address data discrepancies.

5. Training and Supervision:

- Support the implementation of training intervention at sites in Pwani, and Morogoro
- Organize training sessions for site staff on research protocols, GCP, and data collection procedures.
- Provide guidance and oversight to research assistants or clinical site staff involved in the research.

6. Risk Management and Compliance:

- Identify potential risks and issues, proposing mitigation strategies to ensure study continuity.
- Ensure compliance with study protocols and ethical guidelines.

Qualifications and Requirements:

1. Educational Background:

- Medical Doctor and/or master's Level Training in a Health Sciences Field (e.g., Public Health, Epidemiology)
- Completed training program; preferably with minimum of 2 years working experience.
- For Medical Doctor applicants—current medical license to practice

2. Experience:

- At least 2 years of experience coordinating clinical trials or research projects
- Familiarity with clinical trial regulations, including GCP and local regulatory requirements.
- Experience with multi-site or multi-country trials is an added advantage.

3. Skills:

- Strong organizational and time management skills.
- Excellent written and verbal communication.
- Proficiency in data management systems, Microsoft Office, and REDCAP for data collection.
- Ability to work independently and in cross-functional teams.
- Detail-oriented with a focus on accuracy and compliance.

4. Key Performance Indicators (KPIs):

- Adherence to research timelines and milestones.
- Accuracy and completeness of research documentation.
- Participant recruitment and retention rates.
- Compliance with ethical and regulatory standards.

RESEARCH ASSISTANTS

We are looking for motivated individuals to fill the position of Research Assistant for the SPRINT research project at the multiple district hospitals in ***Dar Es Salaam, Morogoro and Pwani region***. The project will implement and test the impact of 6 components of the World Health Organisation (WHO) emergency care toolkit in pre-hospital and hospital settings in Tanzania along the busy A7 highway connecting the north and south of Tanzania. This position offers clinical research experience for those interested in pursuing a clinical career. They will work in close collaboration with the Study Coordinator, the Specialist trainer, Study Site Investigators and the Research clinicians

Job Responsibilities

- Perform measurements and collect medical data
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- Provide support for research staff
- Select a place to conduct interviews
- Recruit, schedule and conduct qualitative and quantitative interviews
- Write reports to summaries data and the implications of the results
- Maintain accurate records of interviews, safeguarding the confidentiality of subjects, as necessary
- Perform other duties and responsibilities that project supervisors may assign

Skills and Experiences

- Strong organizational and data management skills.
- Ability to work under tight time constraints while handling multiple responsibilities.
- Tact, discretion, and sound judgment in handling confidential information.
- Basic computer skills, including MS Office (Word, Excel, PowerPoint, and Spreadsheets).
- At least 1 year of experience in qualitative and quantitative research activities.
- Extensive experience in collecting qualitative and quantitative data in health research including conducting in-depth interviews, observations and surveys.
- Experience in translation and transcription of audio recordings and coding of qualitative data
- Experience working and engaging effectively with a cross section of community and local stakeholders including patient groups and healthcare workers

Qualifications

- Diploma or bachelor's degree in medicine, Nursing, Pharmacy, or Medical Laboratory Science.
- Completion of an internship and registration with a recognized professional council.

GENERAL CONDITIONS FOR ALL POSTS:

1. Applicants must be citizen of Tanzania.
2. Applicants must attach an up-to-date **Curriculum Vitae (CV)** and **Letter of motivation** including reliable contact information (postal address, email, and telephone numbers) in **PDF format**.
3. Applications should be based on the information provided in this advertisement.
4. The **title of the position** being applied for must be clearly indicated in the **email subject line** (e.g., *Project Coordinator for SPRINT RESEARCH PROJECT*).
5. Applicants must attach **certified copies** of the following documents:
 - Bachelor's degrees and transcripts.
 - Form IV and Form VI National Examination Certificates.
 - Computer certificates.
 - Professional certificates from respective boards (if applicable).
 - One recent passport-sized photo and a copy of the birth certificate.
 - National Identification Card.
6. **Result slips for Form IV and Form VI** will **not** be accepted. Presentation of forged certificates or false information will lead to legal action.
7. **Applicants shall indicate three reputable referees.**
8. SPRINT research project fosters inclusivity and diversity, empowering individuals from all backgrounds, with women strongly encouraged to apply.
9. Deadline for receiving application is on **14th March 2025**.

APPLICATION PROCESS

All inquiry about the positions can be positions can be sent to **Dr. Gimbo Hyuha** before **5th March 2025**, mobile number **+255 784 379 770**.

TO APPLY

Please send your CV and a letter of motivation outlining how your skills and experience match the job description **by 14th March 2025 to:**

- Dr. Gimbo Hyuha: gimbo.hyuha@muhas.ac.tz.
and copy (cc) to
- Ms. Chiku Simbano: simbanochiku1425@gmail.com

Only shortlisted candidates will be contacted for interviews. Kindly ensure your e-mail address and mobile number are well written and reachable.