

Job Description for CMA

Job Title: CMA

Location: Based at the Oxford University Clinical Research Unit (OUCRU-NP) hosted by Patan Hospital and the Patan Academy of Health Sciences in Kathmandu, Nepal

Length of Contract: 1 year with 3 months probation period, with likely extension at the end.

Level: 2

Background:

OUCRU-NP, founded in 2003, is based in Patan Hospital, Patan Academy of Health Sciences, with the main research focus on the most common infectious disease affecting patients who present to Patan Hospital and the surrounding areas of Lalitpur, with a major focus on enteric fever (Typhoid and Paratyphoid) and other causes of febrile illness including typhus, infections of the central nervous system and Hepatitis E.

In collaboration with the Department of Pediatrics, University of Oxford and Oxford University Clinical Research Unit-Vietnam, OUCRU-NP is conducting a research study to understand the burden of Enteric Fever and the impact of typhoid vaccine. OUCRU-NP invites applications from interested and eligible candidates for the position of CMA.

Responsibilities:

The CMAs will be responsible for:

- Oversight of hospital referral clinics for study participants.
- Patient referrals
- Study participant management: Counseling, filling our CRFs, taking study/routine samples, F/U of participants etc.
- Data Entry
- Carry out any duties as reasonably required by the Unit in these areas

Qualifications, Skills and Experiences:

- CMA course pass. Should have council registration.
- One year experience in a health care setting preferable.
- Good communication skills
- Good computer literacy.
- Have good people skills, work well in collaborative, team environments