Vacancy Announcement

Community Medical Auxiliary (CMA): Level 3

Minimum Qualification: CMA from recognized institution

Can drive motorcycle and possess driving license.

Other Requirements: Basic Computer skills

Good Oral and written communication skills

Experience: Minimum of 2 years experience in healthcare setting

Job Description:

Physician Assistance: The primary task of the CMA is to assist the doctors who work in the study clinics in patient care and management.

Communication: Communicate with patients/study participants about the research studies, about the treatment, medicines, follow up and disease process. Take informed consent when necessary.

Data Collection: Help to collect data from patients/study participants/other sources in provided forms.

Data Entry: Carry out data entry into computerized study databases.

Sample Collection: Collect samples from patients, e.g. blood or other body fluids and maintain their inventory while storing them. Transport samples to and from other laboratories or hospitals when necessary.

Fieldwork: Be prepared to carry out fieldwork. This involves going to a site outside the hospital and may be carried out for the purposes of patient care, data collection or sample collection.

Documentation: Maintain essential study documents. Be willing to assist in research related administrative tasks.

Laboratory Assistance: Be willing and interested to participate/assist in work in the laboratory. Be able to carry out simple procedures such as blood drawing.

General Skills: Be curious to learn new information and skills, be disciplined to the goals of the organization and be a good member of the team.

Number required: 1

Salary: As per rules and regulations of Patan Academy of Health Sciences (PAHS)

Working hours: Full time
Candidates meeting the above requirements may apply with their certificates, curriculum vitae, recent passport sized photographs and a covering letter along with application form.

Application form can be obtained from the office of PAHS. Last date for application submission is no later than _________ to the following address.

Oxford University Clinical Research Unit Nepal
Patan Academy of Health Sciences (PAHS)
Lagankhel-5, Lalitpur
Phone: 01-5539003/5545152
Website: www.pahs.edu.np