

Job Title : **Research Nurse**

Department : **Research Department**

Location : **Ndevana Community Research Site**

Annual salary range : **R396,292 – R474,156**

(Please note that the salary range mentioned is indicative only. The offer to the successful candidate will be determined within this salary range, based on the candidate's relevant qualifications and experience).

Purpose of the position:

To ensure best practice data collection, clinical assessments, specimen collection, and participant care in accordance with clinical trial protocols at the Ndevana research site.

Scope of work:

Clinical responsibilities

- Perform vital signs monitoring and report abnormal findings to Research Clinicians.
- Obtain and document medical histories and perform clinical assessments (physical exams, pregnancy, STI, urine tests).
- Administer family planning methods.
- Obtain all venous bloods, sputum, or other samples as per study specific protocol.
- Refer participants to local clinic and hospital or accompany participants to the referral site.
- Inform medical officers of all clinical matters including AEs/SAEs that need attention.
- Conduct monthly checks of emergency equipment and perform stock take of clinical consumables to ensure adequate supply and readiness.
- Processing and transporting biological samples (back up).

Counselling responsibilities

- Provide potential study participants with clear information about the study.
- Administer informed consent in line with protocols and standard operating procedures (SOPs).
- Provide pre- and post-HIV test counselling, contraceptive counselling, adherence counselling, and risk reduction counselling as per protocol.
- Promote safer sex practices and distribute safe sex aids such as condoms.
- Maintain confidentiality and ethical standards in all counselling activities.

Administrative responsibilities

- Administer study questionnaires and conduct participant interviews.
- Enter data accurately on case report forms and electronic databases.
- Resolve data queries promptly and maintain data quality.
- Manage inventory logs for clinical stock items to ensure adequate supply.
- Liaise effectively with internal and external stakeholders and suppliers.

Other responsibilities

- Engage in community sensitisation about research activities.
- Support the team with any other research related activity.
- Complete all relevant project administration as and when required.
- Assist with the translation of participant-facing study documents into the local language (e.g., isiXhosa) when required.
- Follow any reasonable instructions from PI/Sub-Investigators/Project Managers.

Qualifications and registration:

- Diploma or Degree in Nursing (essential).
- Active registration with SA Nursing Council (essential).
- Valid Certification in Good Clinical Practice (advantageous).
- Diploma or certification in Primary Health Care or related field (advantageous).
- Dispensing certificate (advantageous).
- HIV/AIDS counselling certificate (advantageous).
- Training in IUD/contraceptive implant insertion and removal (advantageous).
- Basic Life Support (BLS) certification (advantageous).
- NIMART training (advantageous).

Experience:

- Minimum 2 years of nursing experience in clinical settings.
- 1-2 years of experience in clinical trials or research studies.
- Practical knowledge of Good Clinical Practice (GCP) and adherence to clinical trial protocols.
- Previous involvement in public health programmes or working in a NGO or similar environment is advantageous.

Additional requirements:

- Proficiency in reading, speaking, and writing Xhosa and English.
- Proficiency in Microsoft Office and electronic data capture systems.
- Valid driver's license.
- Willingness to travel.
- Willingness to work reasonably extended or flexible hours when required, in accordance with the BCEA.

Application process:

Interested candidates should apply by accessing the following link:

<https://vacancies.fpdsiu.co.za/>

Closing date for applications:

6 August 2025 at 16h00

The Foundation for Professional Development fosters a diverse and inclusive workplace. We invite and encourage qualified candidates with disabilities to apply for positions within our organization. In line with the company's Employment Equity Plan, preference will be given to suitably qualified male candidates from designated groups.

Please note:

Only shortlisted applicants will be contacted. If you have not been contacted within four weeks after the closing date of this advertisement, please accept that your application was unsuccessful. The company reserves the right not to make an appointment.