

**Job Title** : **Medical Officer**

Department : Research Department

Location : Ndevana Community Research Site, Eastern Cape

Contract type : Fixed-term contract (12 months)

Annual salary : R1,016,055

### **Purpose of the position:**

The main purpose of the position is to clinically assess, examine, diagnose and manage the health of research study participants.

### **Scope of work:**

- Clinically assess, examine, diagnose and manage the health of study volunteers.
- Refer participants to other clinical care as required.
- Consult with other clinical and research staff as required.
- Management, supervision and teaching of clinical research staff as required by the study.
- Assist in maintaining good clinic flow.
- Complete prescriptions of pharmaceuticals appropriately.
- Manage accountability and adherence monitoring of study drugs.
- Ensure all research activities are performed according to good clinical practice guidelines and all other relevant legislation.
- Recruit, screen and enroll participants as per protocol-specific inclusion/exclusion requirements.
- Ensure informed consent is obtained for all study participants as per standard operating procedures.
- Evaluate and manage participants with adverse events and report as per protocol requirements.
- Perform other protocol specific procedures when necessary.
- Interpret and act on laboratory results.
- Maintenance, cross-checking (QC) and entry of accurate data at clinical site.
- Reducing and resolving data queries.
- Interacting with local health facilities, study auditors, and laboratories.

### **Qualifications and registration:**

- MBChB or equivalent with current HPCSA registration as a Medical Practitioner (essential).
- Diploma in HIV Management (advantageous).
- Advanced Cardiac Life Support / Basic Life Support (ACLS/ BLS) certificate (advantageous).

- Valid Good Clinical Practice (GCP) certificate (advantageous).
- Dispensing License (advantageous).

**Experience:**

- A minimum of two years' experience working in a clinical setting.
- Experience in clinical trials will be considered an advantage.
- Demonstrated competence in the clinical management of people living with HIV.

**Additional requirements:**

- Strong interest in research, with a particular focus on infectious diseases.
- Proficiency in MS Office.
- AI Literacy: Ability to use AI tools to support everyday tasks.
- Proficient in reading, speaking, and writing in English.
- Fluency in isiXhosa will be considered an advantage.
- Willingness to work at a rural site where the majority of participants are healthy volunteers with minor ailments.
- Willingness to work reasonable flexible or extended hours when required, in accordance with the BCEA.
- Valid driver's license and own reliable transport.
- Willingness to undertake clinical administrative duties as a substantial component of the role.

**Application process:**

Interested candidates should apply by accessing the following link:

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

**Closing date for applications:** 2 June 2026 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 organisation. 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.