OFFICE OF THE COORDINATOR

ADVERT FOR TWO POSITIONS OF DATA MANAGERS FOR GLOBAL SURGERY RESEARCH HUB RWANDA

The University of Rwanda is a public institution of higher learning committed to support the development of the country through the generation and advancement of knowledge and innovation among other core activities. The University of Rwanda signed an agreement with the University of Birmingham on the funding of National Institute for Health Research (NIHR), UK to establish *Global Surgery Research Hub Rwanda* under the College of Medicine and Health Sciences (CMHS), School of Medicine and Pharmacy in the Department of Surgery. The role of the Hub is to develop and conduct different surgical clinical trials. Thus, the Hub takes responsibility for the management of the Spoke hospitals; provides administrative services for the country network; provides training for Spokes and maintains regular communication with the University of Birmingham.

In this framework, the University of Rwanda through its Single Project Implementation Unit (UR-SPIU) is seeking qualified and motivated individuals to fill the following vacancies:

Position	Number	Duties	Qualifications & Required Skills	Contract Duration
Data Manager	02	• Gathering and entering research data into databases; • Data cleaning • Liaising with national and international collaborators/partners to verify and clean data and make sure	• Have a Master's degree with minimum 2 years' experience in Statistics, Epidemiology, Applied Mathematics, ICT, Data sciences or Clinical research Or Bachelor's degree in the above mentioned	5 Months-Renewable upon satisfactory performance and funds availability.

		data entered in the database are true, accurate, and complete; • Reporting periodically the progress of data entry; • Ensuring confidentiality, accuracy, security and appropriate access of all data and records; • Assisting with statistical design and analysis of research studies under the Hub; • Performing other related duties as assigned or requested.	fields with a minimum of 5 year experience in data management • Must have strong statistical computing skills including experience using software for statistical programming and advanced statistical analysis (e.g. STATA, R, SAS, Python, MATLAB), experience using data management and software like SPSS, REDCap. • Be familiar with various statistical methodologies such as general linear models and mixed models; • Have knowledge on Global Surgery current issues. • Possess high level of professionalism, punctuality, intellectual curiosity, willingness to take initiative, multitasking, and ability to work under pressure to meet deadlines. • Fluent in English	

Application procedure

Interested candidates should submit their applications online to the infospiu@ur.ac.rw with copy to spiurecruitment@gmail.com, fostino21@yahoo.fr and h1sosthene@hotmail.com with mention of the name of the position applied for in the e-mail subject. The application file must be a single PDF file and contain the following items:

- Application letter
- Curriculum Vitae
- Names and Contacts of 3 Professional Referees
- Copy of National ID or Passport
- Copy of Degree and Transcript from recognized University
- Proof of relevant experience

The deadline for submission of the application is set on 4th November 2020 at 5pm.

Done at Kigali on 23rd October 2020

Immaculate BUGINGO
Coordinator
Single Project Implementation Unit (SPIU)
University of Rwanda