



## **MEDICAL OFFICER**

(1-Year Contract)

### **Desmond Tutu HIV Centre (DTHC)**

### **Department of Medicine**

### **Faculty of Health Sciences**

The Desmond Tutu HIV Centre (DTHC), based at the Faculty of Health Sciences (FHS), is committed to the pursuit of excellence in research, treatment, training, and prevention of HIV and related infections in South Africa. This 1-year contract position will be based at the DTHC Gugulethu Research Offices in Gugulethu, Cape Town. The main purpose of this position is to render efficient and effective clinical care to volunteers on antiretroviral therapy and tuberculosis research studies. We seek a dynamic individual to join our research team as Medical Officer. We invite applications for a full-time (40 hours per week) one-year fixed term contract medical officer post working across multiple studies within the DTHC Centre for Adherence and Therapeutics (D-CAT). The position is well suited for a doctor who has an interest in working in HIV/TB research.

#### **Requirements for the job:**

- MBChB; with active HPCSA registration as an independent practitioner
- Within 3 years of completion of community service
- Demonstrated clinical knowledge, including competence in clinical management of people living with HIV.
- Demonstrated interest in clinical research.
- Detail oriented and capable of completing study documentation legibly and accurately.
- Ability to build interpersonal relationships and use these to manage the study and site structure
- Ability to work in a team and take on leadership roles if required.
- Excellent work ethic.
- Excellent communication skills.
- Ability to problem-solve and execute solutions.
- Proficiency in MS Office (Word, Excel, PowerPoint, and Internet).
- Willing to work flexible hours and weekends if required.
- Valid code 08 driver's license and own transport.
- Required to work in Gugulethu / Nyanga / Phillipi.

#### **The following will be advantageous:**

- Prior research experience
- Valid BLS and/or ACLS certificates
- Willingness to be mentored in staff management or prior experience in managing a team
- Knowledge of ICH / GCP guidelines and valid GCP certificate
- Experience of working in a community-based environment
- Xhosa-speaking.

#### **Responsibilities:**

- Taking care of clinical trial participants across several clinical trials
- Operational oversight of all clinical trials: from feasibility to archiving; including recruitment and enrolment, ensuring that ethical and regulatory requirements are fulfilled; ensuring complete and accurate data collection; reducing and resolving data queries.
- Conduct Clinical Procedures to ensure that participants are managed according to the study protocol, site specific SOPs and South African Department of Health guidelines.
- Adherence to study protocol and study specific procedures manual to ensure that all sponsor specified metrics with respect to accrual, retention, participant safety, QC rate, adverse/serious adverse event reporting, study procedures completion and protocol deviations are met.
- Study Administration as per site and sponsor specific documents (protocol, SOPs, study specific procedures manual) and as per GCP guidelines to ensure that study documentation is accurate and complete with the aim of producing reliable and credible research data. In addition, complete South African Ethics training requirements.
- Interacting with local health facilities, study auditors, laboratory, etc.
- Maintaining relationships with site stakeholders.
- Management of study staff.
- Contributing to analysis of trial data, with possible abstract and manuscript writing.

The annual cost of employment, including benefits (*where/if applicable*), is **R1 001 349.00**

**To apply**, please e-mail the below documents in a **single pdf file** to Ntwanano Mabasa at [Ntwanano.Mabasa@hiv-research.org.za](mailto:Ntwanano.Mabasa@hiv-research.org.za):

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Motivation Cover letter, and
- Curriculum Vitae (CV)
- Three referee names which must include their title and name, position details, relationship to you, their e-mail address and telephone number
- Highest qualification
- ID/Passport

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete.

Shortlisted candidates may be required to undergo competency and pre-placement-medical assessments. References may be requested by UCT at any stage of the selection process.

Only shortlisted candidates will be contacted and may be required to undergo an assessment.

**Telephone:** 021 301 2026

**Website:** <https://hr.uct.ac.za/>

**Reference number:** E26340

**Closing date:** 10 April 2026

*"UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at <https://uct.ac.za/oic/employment-equity>*

*When you apply for a position at UCT, we collect your personal information to assess your application, communicate with you, and coordinate interview logistics. Information such as race, gender, nationality, and disability status is used to support our Employment Equity obligations. We also verify your references, qualifications, conduct criminal and, for certain roles, credit checks. For more information about how the University of Cape Town uses personal information and your rights, please email [popia@uct.ac.za](mailto:popia@uct.ac.za).*

***The University reserves the right to extend the closing date for applications if deemed necessary and reserves the right to make no appointment.***