

BUSINESS UNIT: NICD  
DISCIPLINE: NATIONAL CANCER REGISTRY  
LOCATION: SANDRINGHAM  
POSITION: EPIDEMIOLOGIST (FIXED TERM CONTRACT – 12 MONTHS)  
PAY GRADE: D1  
REFERENCE NUMBER: NICDCDC0920/001-05

**To provide support for all the existing activities of the NCR with specific reference to population based cancer registration. To play a key role in co-ordination and management of the population based cancer registry within the NCR**

#### Key Job Responsibilities

■ Provide epidemiological support for all activities of the NCR with specific reference to the population based cancer registry ■ Play a leading role in the development and maintenance of cancer surveillance systems for population based cancer registration and analysis of cancer data generated from the NCR ■ Coordination of the Population Based Cancer Registry surveillance programme. Supervise project sites; implement programme monitoring and evaluation; and manage trouble-shooting ■ Employ, supervise, mentor, monitor and report on project field staff and coordinators ■ Train the appropriate audiences on cancer surveillance procedures, databases and reporting ■ To provide formal supervision and training of students (under-graduate and post graduate) for cancer surveillance and epidemiology, and contribute to teaching activities within the NCR ■ Generate reports, interpret data and provide analyses to ensure that accurate data is available for analysis and preparation of manuscripts ■ Prepare the Population Based Cancer Registry annual report ■ Keep up to date with relevant, current and emerging research, methods and technologies to ensure personal growth and development, perform appropriate research and publish in relevant scientific journals ■ Comply with any reasonable and lawful instruction issued by the manager.

#### Minimum requirements & key competencies

■ MSc in Public Health and / or MPH Field Epidemiology or relevant equivalent (essential) ■ PhD or progress towards a PhD (desirable) ■ Valid driver's license [Code E / EB] ■ 3 years field experience in epidemiology ■ 3 years' experience with data analysis and Database development ■ Research experience ■ Skilled in epidemiology and application of epidemiological skills ■ Understand the research process, field research experience ■ General management and administration ■ Communication skills (verbal & written) ■ Ability to work under pressure ■ Interpersonal skills ■ Time management ■ Attention to detail ■ Planning and organizing skills ■ Thinking on one's feet ■ Assertiveness ■ Flexibility / Adaptability ■ Ability to produce statistics ■ Report writing skills ■ Diplomatic skills ■ Teaching / Training.

Enquiries may be directed to Gomotsang Mogomane @ 011 386 6425, email application to [Recruiter2@nicd.ac.za](mailto:Recruiter2@nicd.ac.za)