



Centre for Microbiology Research

KEMRI- RCTP

VACANCY ANNOUNCEMENT

Opening Date 9th April 2021

Closing Date: 29th April, 2021

Background Information:

The Kenya Medical Research Institute (KEMRI), in collaboration with the Washington University in St. Louis (Wash U) is currently conducting research projects that include the ADAPT-I (Adaptive Strategy for Preventing and Treating Lapses of Retention in Adult HIV Care (ADAPT-R) Study and ADAPT-R-II. The ADAPT studies utilise the novel sequential multiple assignment randomized trial (SMART) approach to assess the effectiveness and cost efficiency of a family of sequential strategies to prevent initial lapses in HIV retention and to treat those that occur.

We have the below vacancy in **ADAPT (Adaptive Strategy for Preventing and Treating Lapses of Retention in Adult HIV Care (AdaPT-R) Study**

Position: Driver (1 Position) KMR/ 8 Vacancy No. FN-01-04-2021

Reports to: Study Administrator

Location: Kisumu

**Duration: 1 Year Renewable Contract as per KEMRI Scheme of Service.
The first 3 months is a probation period**

Duties and Responsibilities:

1. Assist in distribution of study recruitment materials
2. Safely drive the vehicle as assigned
3. Ensure compliance to the road Traffic Act
4. Carry out daily routine checks on the vehicle before driving out.
5. Ensure maximum security of vehicle and its accessories.
6. Ensure safety of passengers and cargo.
7. Monitor condition and performance of vehicle and promptly report to study administrator.
8. Carry out minor repairs and adjustments on the vehicle, and maintain their cleanliness.
9. Take vehicle for servicing and repairs as directed.
10. Maintain a record of movements for the vehicle assigned to him.
11. Submit reports on vehicle movements and mechanical conditions as requested
12. Report any accidents experienced to the administrator immediately.
13. Offer transport to study visitors.
14. Transport staff members to various participant outreach activities
15. Assist in purchase and delivery of study supplies as needed

Required Qualifications

- O-Level School Certificate.
- Valid Driving License class BCE.
- Certificate of Defensive Driving Course will be added advantage.
- Current Certificate of Good Conduct Required.
- At least Three years proven experience as a driver on highways.
- Basic Automotive Mechanical skills and sound knowledge about vehicles.

Other Required Skills

- Must be a good communicator, good listener, patient, proactive and can follow instructions.
- Good eye sight, neat and good interpersonal skills
- Good knowledge of the local community and traffic

Applications to be done through the email hrrctp@kemri-ucsf.org - (**Indicate Position & Vacancy Number as the subject of your Email**) and by not later than **29th April 2021**.

Applicants should attach the following:

- Letter of Application (**Indicate Vacancy Number**) and date available to start working for the study
- Current Resume or Curriculum Vitae with Telephone number and e-mail address
- Two letters of reference with contact telephone numbers
- Copies of Academic Certificates and Transcripts
- A copy of the latest pay slip (if applicable)
- A copy of National Identity card or passport

KEMRI or any of its programs, Studies or Projects does not solicit for Money or any form of reward for a Job applicant to be considered for employment. Any such requests should be immediately reported to the HR department. Canvassing will lead to automatic disqualification.

KEMRI IS AN EQUAL OPPORTUNITY EMPLOYER COMMITED TO DIVERSITY; PERSONS WITH DISABILITY, WOMEN, YOUTH AND THOSE FROM MARGINALIZED AREAS ARE ENCOURAGED TO APPLY.

Only short-listed candidates will be contacted