

## **Epicentre recruits a Data Manager (M/F)**

Short-term contract 12 months based in Paris

*Epicentre is an organisation created by Médecins Sans Frontières (MSF) in 1986. We conduct field epidemiology, training and research activities for MSF interventions. Our activities for populations in precarious situations are led from Uganda, Niger, and France, and through the programs of MSF and others. They mainly concern infectious diseases and undernutrition.*

### **Background**

Epicentre's research portfolio, particularly clinical trials, has recently been increasing. The diverse nature of the trials including their design, subject, location and sponsors has led to the need for centralized and dedicated data manager. This position aims to scale up our internal capacity in data management to match the demand from MSF and external funders. Under the responsibility of the director of research, integrated in the Research Department, the data manager's main tasks will be:

### **Main Activities**

- With the guidance of senior staff and in collaboration with the research teams, program and validate new databases, including preparation of validation plans, database design specifications, and data test plans
- Support the setup and implementation of data management activities for research studies including staff training, drafting and reviewing SOPs, ongoing review of SOPs, including liaising with appropriate partners (such as ethics committees, DSMBs, manufacturers, trial steering committees etc) as requested
- Ensure data entry, cleaning and coding as required
- Perform discrepancy management and generation/resolution of automatic and manual queries as required
- Perform data reviews/ produce reports as required
- Perform off-line data validation activities
- Document the technical details of the work clearly to facilitate collaboration with other team members and ensure quality control
- Act as a data management advisor to study staff working on the development of protocols, study implementation and reporting
- Technical supervision of dedicated data managers in Epicentre's two research centers, Mbarara, Uganda and Maradi, Niger
- Conduct field visits and provide remote support for data management of Epicentre conducted trials
- Assist in the reconciliation of study databases
- Assist with analyzing data and the preparation of clinical study reports, publications, final reports and presentations
- Assist in the archiving of study databases and related documents

### **Candidate requirement**

- Masters or doctoral degree with a strong applied data management skills in African settings preferred
- 3-5 years of related work experience. Work or internship experience as a trial data manager and strongly preferred
- A demonstrated understanding of clinical research and trial methodology, GCP, medical terminology, IT, data protection and reporting formats
- Demonstrated written and oral communication in French and English mandatory
- Strong written and verbal communication skills
- Ability to work under pressure demonstrating agility through effective and innovative team leadership
- Flexible working hours
- Must be able to anticipate challenges and risks and proactively suggest/implement solutions

### **Conditions**

- Position based in Epicentre, Paris
- Short-term Contract: 12 months
- Starting date: as soon as possible
- Remuneration: 51 500€ on 13 months; 22 extra days off, health insurance, reimbursement 50 % of public transport title, meal voucher
- To apply : [http://smrtr.io/Y\\_bt](http://smrtr.io/Y_bt)

**Epicentre**

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