



**SAFETY AND ANTIMICROBIAL RESISTANCE OF MASS ADMINISTRATION OF
AZITHROMYCIN AMONG CHILDREN 1-59 MONTHS IN NIGERIA (SARMAAN II)
CYCLE 1 (SOKOTO STATE)**



1. Introduction

We are excited to announce the recruitment of motivated, skilled, and passionate individuals to be part of the groundbreaking SARMAAN II Project (Safety and Antimicrobial Resistance of Mass Administration of Azithromycin in children 1-59 months in Nigeria). This innovative research aims to investigate the safety of administering Azithromycin among children 1-59 months across seven states in Nigeria, to reduce under 5 mortality and contribute to global knowledge on antimicrobial resistance.

As we embark on this pivotal project, we are seeking dedicated and passionate professionals to join our dynamic team. The positions available include:

- **Project Manager**
- **Lab Manager**
- **Science Communicator**
- **Accounting Officer**

2. Job Type: Full Time

3. Location: Lagos

Method of Application

Interested and qualified candidates should send a detailed resume and a one-page Cover Letter as MS word explaining suitability for the position to the "Principal Investigator, SARMAAN Project" through this email address: sarmaannimr2019@gmail.com by 2nd August, 2024.

Note: Applications must explicitly state the position applied for in the subject of the email.

Candidates are advised to provide two professional referees with email addresses and phone numbers.

1. Project Manager (PhD)

Purpose of the Position: Project Manager will be responsible for the strategic planning, execution, and delivery of a SARMAAN Project, ensuring alignment with the project's goals and objectives. The role involves managing teams, resources, and stakeholders to achieve program milestones and deliverables.

Responsibilities:

- Develop and implement program strategies, plan and objectives
- Coordinate internal resources for the flawless execution of SARMAAN project

- Coordinate cross-project activities and manage dependencies
- Measure project and staff performance using appropriate tools and techniques.
- Develop and control deadlines and activities.
- Apply change, risk, and resource management.
- Assess program performance and deliverables
- Resolve projects' higher scope issues.
- Prepare reports for program directors.
- Any other duties as directed by the Principal Investigator or his designee

Qualifications:

- PhD in Public Health, Project Management, or related field.
- Proven experience as a Program Manager or other managerial position.
- Thorough understanding of project/program management techniques and methods.
- Excellent knowledge of performance evaluation and change management principles.
- Outstanding leadership and organizational skills.
- Excellent communication skills

2. Lab Manager (PhD)

Purpose of the Position: The Lab Manager is responsible for overseeing the daily operations of our research laboratory, ensuring compliance with safety and regulatory standards, managing laboratory personnel, and facilitating the research objectives of the project as well as the institute.

Key Responsibilities:

- Oversee and ensure the efficient operation of laboratory facilities.
- Implement and maintain safety and quality control standards.
- Supervise and train laboratory personnel.
- Manage the stock and use of laboratory supplies.
- Coordinate maintenance and calibration of laboratory equipment.
- Oversee the logistics for fields activities.
- Ensure compliance with institutional and federal regulations concerning laboratory research.

- Report on laboratory activities, progress, and challenges to senior management.
- Any other duties as directed by the Principal Investigator or his designee

Qualifications:

- PhD in a related scientific discipline with extensive laboratory experience.
- Strong leadership and management skills.
- Demonstrated ability to operate and troubleshoot sophisticated laboratory equipment.
- Knowledge of laboratory safety and quality assurance practices.
- Excellent communication and organizational skills.

3. Science Communicator (MSc)

Purpose of the Position: To effectively communicate scientific ideas, research findings, and technical knowledge that emanate from SARMAAN Project to diverse audiences through various media.

Responsibilities:

1. Develop and implement communication strategies to promote the visibility of scientific research.
2. Produce engaging and accurate content for press releases, social media, websites, and publications.
3. Organize public engagement events such as seminars, workshops, and exhibitions.
4. Foster relationships with media, educational institutions, and the public to enhance science outreach.
5. Translate scientific information into accessible language for non-expert audiences.

Qualifications:

- Master's degree in Science, Journalism, Communications, or related field.
- Experience in science communication, journalism, or public relations.
- Strong ability to translate complex scientific concepts into clear, engaging language.
- Excellent writing, editing, and oral communication skills.
- Creative thinking and proficiency in digital communication tools.

4. Accounting Officer

As an Account Officer, you will be responsible for managing financial transactions, ensure the accuracy and integrity of financial records, compliance with statutory regulations, and the provision of timely and accurate financial information to support decision-making processes for SARMAAN Project.

Responsibilities

- Handle accounts payable and accounts receivable activities
- Prepare financial reports and statements
- Assist with budgeting and forecasting
- Ensure compliance with financial regulations
- Perform financial analysis and provide recommendations
- Maintain accurate and up-to-date financial records
- Collaborate with team members to improve financial processes
- Maintain accurate and up-to-date financial records.
- Record all financial transactions in the appropriate ledgers.
- Ensure all entries are properly documented with relevant receipts and invoices.
- Prepare monthly, quarterly, and annual financial statements, including balance sheets, income statements, and cash flow statements.
- Generate ad-hoc financial reports as required by management.
- Assist in the preparation of the annual budget.
- Monitor actual performance against budget and prepare variance analysis reports.
- Provide financial forecasts to aid in strategic planning.
- Ensure compliance with local, state, and federal financial regulations and reporting requirements.
- Coordinate with external auditors during audits and prepare necessary documentation and explanations.
- Prepare and file tax returns in compliance with relevant tax laws.

Qualifications

- BSc. in Accounting or a related field

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- Minimum of 2 - 6 years experience in accounting or finance in an NGO or related organization
- ICAN certification
- Proficiency in accounting software, excel and MS Office
- Strong analytical and problem-solving skills
- Excellent communication and interpersonal skills