



## Data Manager

Darlinghurst, Sydney

Contract

Salary: \$70,820.00 - \$95,267.00

Reference: JR104973

### Position Summary

A vacancy exists in the above unit for a highly motivated Data Manager with appropriate knowledge and skills to join our friendly and supportive team. Our progressive and innovative team offers development opportunities for our staff and a caring environment for the delivery of high quality patient centred care. The successful applicant(s) will be expected to be able to manage clinical trials data within the Kinghorn Cancer Centre.

This position requires a Working with Children Check (WWCC) issued by the Office of the Children's Guardian. For more information and how to apply, please visit the Office of the Children's Guardian website [www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check](http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check)

The vacancy is open to Australian citizens, New Zealand citizens who hold a valid New Zealand passport, Australian permanent residents and those non-residents deemed by the Department of Immigration and Citizenship to be eligible to work in Australia only

### About St Vincent's Health Network Sydney:

St Vincent's Health Network Sydney is made up of three public hospitals, St Vincent's Hospital Sydney, Sacred Heart Health Service and St Joseph's Hospital at Auburn. We are part of St Vincent's Health Australia, the largest diversified health care organisation within Australia's not for profit Catholic health care sector. As a Catholic health and aged care service provider, our mission is to bring God's love to those in need through the healing ministry of Jesus, with a commitment to those who are poor and vulnerable.

We are committed to equal employment opportunity, ethical practices, and the principles of cultural diversity and promote a smoke free work environment. Appropriate criminal record and child protection checks are conducted for all successful candidates. Employment with St Vincent's is subject to you having current immunity status that complies with the Assessment, Screening & Vaccination against Specified Infectious Diseases - Policy Directive Immunisation history complies with NSW Health Policy Directive PD2011\_005. Appointment and ongoing employment will be subject to continued compliance with the policy directive.

### Application Instructions:

St Vincent's Health Network Sydney is committed to reconciliation and encourages Aboriginal & Torres Strait Islander people to apply for all advertised positions.< br />

When applying for the position, Applicants will be required to upload a recent Resume as well as a separate Cover Letter addressing the Selection Criteria for the position as outlined below. External applicants are to upload their Cover Letter alongside their Resume when reaching the 'My Experience tab >Resume/CV> Upload. For Internal applicants, this document is to be uploaded further down the page alongside your Resume under Resume/CV> Upload.

### Selection Criteria

- Personal integrity and demonstrated commitment to the Philosophy, Mission and Values of Mary Aikenhead Ministries and St Vincent's Health Australia
- Demonstrated experience in clinical data management, familiarity with oncology clinical trials and basic statistical analyses skills
- Relevant tertiary qualifications and/or experience in clinical data management
- Knowledge of Good Clinical Practice/ICH Guidelines and all applicable regulatory requirements or guidelines pertaining to the privacy of health information
- Demonstrated ability to work autonomously but support team objectives through effective communication
- Exceptional organisational skills and accuracy in data management
- Above average competence in the use of computer applications and databases (especially Microsoft Access and Excel; basic programming knowledge is preferred but not essential)
- Ability to self-manage multiple deadlines and deliver data query requests on time and with consistent accuracy

Applicants that do not address the selection criteria will have their application automatically culled.

### Application Instructions:

Applications must be made online **click** on the link below for further information and to apply.

**Applications close on the 24th October 2018 at 11:59PM**

**For further enquires please contact:** Robert Kent, [robert.kent@svha.org.au](mailto:robert.kent@svha.org.au), (02) 9355 5611.

**CLICK FOR FURTHER INFORMATION  
AND TO APPLY**