

## **Advertisement**

### **Post of Central Research Co-coordinator (1 post)**

**Title of the research:** A prospective cohort study on environmental and behavioural risk factors for declining kidney functions

**Office of DDG/ NCD**

**Ministry of Health**

**Colombo 10**

### **Background of the project**

The research will be carried out in the selected Grama Niladari (GN) areas in the Medawachchiya AGA division to identify the causative agent/s for the unknown kidney disease. In addition to the laboratory analysis, blood and urine samples of the participants will be stored in refrigerators for future use. The Central Research Co-coordinator will be based in the Ministry of Health. Colombo 10.

### **Duties & Responsibilities**

1. Type all types of communication including letters, notices etc
2. Coordinate with Field and Bio banking Coordinator
3. Maintain relevant files and correspondence
4. Process attendance registers of project staff
5. Process expenditure related documentation

### **Duration**

04 Months (August 2019- November 2019)

### **Desired qualification and experience for the post**

- Person with a undergraduate degree with ability to type in English
- Currently living in Colombo district or nearby district
- Agreed to work until the research is completed

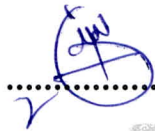
**Age limit:** below 40 years

**Nature of work**

<b>Full time/part time</b>	:	Full Time
<b>No of days per week</b>	:	05 days
<b>Working hours per day</b>	:	8.30 am – 4.15 pm
<b>Monthly remuneration</b>	:	<b>Rs. 40,000.00 per month</b>

Candidates are invited to submit their completed CVs, including copies of relevant documents contacts details & references on or before 04.07.2019 to the following address or E-mail to [ddgncdckdunit@gmail.com](mailto:ddgncdckdunit@gmail.com)

Only the short listed applicants will be called for the interview. The final decision with regard to selection will be made by the Deputy Director General – NCD.

  
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Deputy Director General (NCD)  
Ministry of Health, Nutrition & Indigenous Medicine

**Deputy Director General – Non Communicable Diseases**  
**Ministry of Health**  
**385, Baddegama Wimalawansa Thero Mawatha,**  
**Colombo 10**

**Terms of Reference (TOR) for the Post of Central Research Coordinator for the prospective cohort study on environmental and behavioural risk factors for declining kidney functions**

**(Ministry of Health)**

**Background**

A research will be carried out in the selected Grama Niladari divisions in Anuradhapura district to identify the causative agent/s for the unknown kidney disease in the country. In addition to the laboratory analysis, blood and urine samples of the participants will be stored in refrigerators for future use. The Central Research Co-ordinator will be based in the Ministry of Health. Colombo 10.

**Scope of Work**

1. Type all types of communication including letters, notices etc
2. Coordinate with Field and Bio banking Coordinator
3. Maintain relevant files and correspondence
4. Process attendance registers of project staff
5. Process expenditure related documentation

**Duration**

04 Months (August 2019- November 2019)

**Desired qualification and experience for the post**

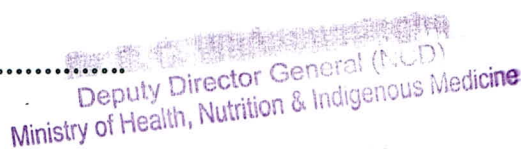
- Person with a undergraduate degree with ability to type in English and Sinhalese
- Currently living in Colombo district or nearby district
- Agree to work until the research is completed

**Age limit:** below 40 years

**Nature of work**

<b>Full time/part time</b>	:	Full Time
<b>No of days per week</b>	:	05 days
<b>Working hours per day</b>	:	8.30 am – 4.15 pm
<b>Monthly remuneration</b>	:	<b>Rs. 40,000.00</b>



  
Deputy Director General (NCD)  
Ministry of Health, Nutrition & Indigenous Medicine

**Deputy Director General – Non Communicable Diseases**