Tshwane University of Technology

We empower people

PROJECT MANAGER
DEPARTMENT OF PHARMACEUTICAL SCIENCES
PRETORIA CAMPUS (ARCADIA)
REF. 25/E12
PART TIME CONTRACT

The Research Group for Pharmaceutical and Biotech Advancement in Africa at the Tshwane University of Technology (TUT) seeks a highly motivated and organised Project Manager to be part of the SAMRC – funded studies and related projects. The incumbent will play a key role in supporting the TUT research PI and the research team and will operate from TUT Arcadia campus with regular visits to various study sites.

INSTRUCTIONS: Applicants are required to submit together with the CVs, a standardised application form available from the university intranet as well as recently certified copies of qualifications and Identity Document. Failure to comply with this instruction will disqualify the candidate. Further note that candidates may be expected to make a presentation or undergo competency testing.

Key Performance Areas/Core functions:

Project Management:
- Manage all aspects of the study, ensuring adherence to research protocols, timelines and budget.
- Work with students, interns and principal investigators to oversee the entire research lifecycle, from study design, data collection analysis, interpretation and dissemination.
- Facilitate effective communication and collaboration between researchers, stakeholders and mine communities.
- Facilitate and coordinate exhibitions/expos as and when required.
- Identify and apply for additional funding to broaden the reach of the study.

Student Mentorship:
- Provide guidance and support to interns, undergraduate and/or postgraduate students engaged in the research project.
- Act as a mentor (in collaboration with the research team), fostering the development of research skills in students through data collection, analysis techniques and presentation preparation.

People with disabilities are encouraged to apply.

Scientific Reporting and Publication:
- Actively contribute to the preparation of progress reports, technical documents, and scientific publications arising from the research study.
- Analyse and interpret data, translating findings into clear and concise reports suitable for various audiences.
- Collaborate closely with the principal investigator in preparing manuscripts for publication in peer-reviewed journals.
- Present results at national and international conferences.

Principal Investigator Support:
- Offer comprehensive administrative and logistical support to the Principal Investigator and the research team.
- Assist with the tasks related to the grant proposal writing, budget management, and research dissemination activities.
- Manage research equipment and resources effectively

Minimum Requirements:
- A Doctor of Philosophy (PhD) Degree in a relevant field such as Pharmacy, Pharmaceutical Sciences, Public Health, Nutrition or a closely related discipline in the last 5 years.
- Fluency in English is mandatory. Proficiency in local languages spoken in Limpopo Province i.e Sepedi, Xitsonga,Tshivenda and Setswana is a significant advantage.
- Proven experience in Project Management, preferably within a research setting.
- Strong understanding of research methodology, data analysis techniques, and scientific writing principles.
- Excellent communication, interpersonal and organisational skills.
- Understanding of relevant regulatory and ethical policies.
- The ability to thrive in a fast paced environment, working independently and collaboratively.
- Prior experience in supervising students and fostering their research development is highly desirable.

Additional Information:
- The position requires regular travel for field research activities and meetings.
- Familiarity with the South African research landscape and adherence to the ethical research principles are essential.
- Driver's License.
- Remuneration will be between R390 000 – R550 000 per annum

People with disabilities are encouraged to apply.

VACANCY BULETIN

Send your CV, Certified copies of ID and qualifications, covering letter outlining your suitability for the position to: MahlanguHN@tut.ac.za

Enquiries: MahlanguHN@tut.ac.za

Closing Date: **19 March 2026**

If we have not responded within a month of the closing date, you should regard your application as unsuccessful. Correspondence will be entered into only with short-listed candidates. All applications with international qualifications are required to submit a SAQA evaluation certificate.The University reserves the right not to make an appointment. Candidates will be required to undergo psychometric tests and any other simulation interventions.

People with disabilities are encouraged to apply.