Data Officer - Pharmacovigilance
Nairobi, Kenya

SCOPE OF WORK FOR THE PHARMACOVIGILANCE PERSONNEL

Introduction

The Pharmacy and Poisons Board (the Board) is the national drug regulatory authority in Kenya, and established the National Pharmacovigilance Centre (NPC). The NPC collects, manages, assesses, analyses, identifies, signals, and communicates safety information related to health products and technologies authorized by the Board.

The Board has a robust reporting system, the Pharmacovigilance electronic reporting system (PvERS) that collates and manages safety reports from health care professionals, the public, public health programs, and the marketing authorization holders.

The National Pharmacovigilance Centre (NPC) works in collaboration with the County governments on pharmacovigilance related activities including the following:

1. Submission of safety reports on health products and technologies to the Board within the prescribed timelines
2. Notifying the Board on serious adverse events and serious adverse reactions within twenty-four hours
3. Investigations of serious adverse events
4. Participate in training of healthcare professionals and the public on pharmacovigilance and post market surveillance in the County in collaboration with the other stakeholders

In addition to the above, the NPC from time to time utilizes the designated pharmacovigilance experts from the Counties to review reports received on adverse events and participate in the entry of the data onto the VigiFlow.

In this regard, the NPC with support from **Akros Research** plans to engage five (5) pharmacovigilance personnel for five (5) days to review and upload AEFI reports received. The personnel shall be drawn from a pool of pharmacovigilance experts from the Counties.

The scope of work for the short-term Pharmacovigilance personnel shall include:

1. Review safety reports received for completeness and perform entry of the data into the global database (Vigiflow) for adverse events following immunization
2. Conduct evaluation of the individual case safety reports (ICSRs) received at the unit to generate any possible signals
3. Review and short list the serious AEFI reports that require investigation by the sub-county investigation teams.
4. Prepare summary reports for investigated serious AEFIs for presentation by the Secretariat to the National Vaccines Safety and Advisory Committee (NVSAC) causality assessment and issuance of recommendations

Qualifications

- A Bachelor's degree in Pharmacy (a Master's degree in Pharmacoepidemiology or Pharmacovigilance will be an added advantage)
- Must be a registered pharmacist in Kenya

Experience

- At least 2 years relevant working experience in a health institution
- Experience in review of reports on adverse events following immunization and uploading of the reports on the VigiFlow
- Experience with the functionality of the Pharmacovigilance electronic reporting system (PvERS)

Required Skills, Knowledge, and Abilities

- Good Communication skills both oral and written
- Team player
- Ability to work under minimum supervision
- Training in causality assessment of AEFIs will be an added advantage

Location and Term

Ideally, this position will be based in Nairobi, Kenya.

Application Instructions

Applications will be reviewed on a rolling basis until the position is filled. Candidates are encouraged to apply early. To apply, please submit a cover letter and CV with references to careers@akros.com with "**Application: Data Officer - Pharmacovigilance**" as the email's subject line.