



# University of Cape Town Lung Institute VUKALI

## TECHNICAL ASSISTANT

The **VUKA Unit**, based at the University of Cape Town Lung Institute ([www.lunginstitute.co.za](http://www.lunginstitute.co.za)), invites applications for a **TECHNICAL ASSISTANT\*** on a **Fixed Term Contract**.

The VUKA Research Clinic is a leading clinical research facility dedicated to advancing health through innovative scientific research and high-quality clinical care. The clinic conducts cutting-edge research studies focused on infectious diseases, including tuberculosis, HIV, and other priority public health conditions, while supporting the development of improved diagnostics, treatments, and prevention strategies.

With a strong commitment to excellence in research, patient-centred care, and community engagement, the clinic works closely with local and international collaborators to translate research findings into meaningful health outcomes.

### Minimum Requirements:

- NQF 4 qualification – Phlebotomist Technician or similar relevant qualification
- Current registration with the HPCSA as a Medical Technician (Phlebotomy)
- At least 2 years' relevant experience in a healthcare setting
- Fluency in English
- Phlebotomy (blood-taking techniques) and specimen collection experience
- Computer literacy (MS 365, online databases and applications)
- Excellent communication, organisational and interpersonal skills
- Ability to work in a pressured environment and handle confidential information

### Advantageous

- Knowledge of collection of other bio-samples (urine, swabs)
- Knowledge of Good Clinical Practice (GCP) and Good Clinical Laboratory Practice (GCLP)
- Ability to communicate in isiXhosa
- Valid driver's licence
- GCP certification

### Responsibilities include (but not limited to):

- Collect blood samples and other bio-specimens from participants according to protocol requirements, Standard Operating Procedures (SOPs), and applicable regulatory standards.
- Perform point-of-care (POC) testing and maintain accurate documentation of specimens collected, tests conducted, and associated participant data.
- Monitor participant safety during specimen collection and alert the Medical Officer to any clinical concerns or adverse events.
- Ensure proper handling, tracking, and transport of specimens to the laboratory in compliance with research protocols and safety regulations.
- Work with laboratory staff to quality check specimens, prepare specimen labels, manage specimen-related stock, and track laboratory results.
- Support clinical administration by filing laboratory reports, preparing lab request forms, and assisting with planning timed specimen collection.
- Maintain efficient clinic flow and complete study documentation in accordance with ALCOA-CCE principles and quality management requirements.
- Perform quality control checks on case report forms and source documents and assist with data entry on electronic and paper systems.
- Contact participants for follow-up visits as directed by the Medical Officer.
- Support Occupational Health and Safety (OHSE) activities and contribute to the drafting and review of SOPs where required.
- Attend required meetings, training sessions, and maintain continuous professional development and HPCSA registration.

### Additional Information:

- 12-month Fixed Term Contract
- Working hours: 40 hours per week, Monday to Friday
- Position based in **Khayelitsha**

To apply, interested applicants are requested to [click here](#) to complete the online application process with a **cover letter and updated CV, including 2 to 3 contactable references**

**Closing Date:** 13 March 2026.

Only shortlisted candidates will be contacted. Should you not receive a response within 30 days of the closing date, please consider your application unsuccessful.

**EMPLOYMENT EQUITY STATEMENT**

*The University of Cape Town Lung Institute is committed to equity in our employment practices and reserves the right not to appoint. The selection process will be guided by the Employment Equity Plan and Targets of the University of Cape Town Lung Institute (Pty) Ltd.*

**POPIA STATEMENT**

*Please note that when applying for any position, reference checks will be completed, and personal information defined in the protection of personal information Act 4 of 2013 will be processed. In applying for this position, applicants will be deemed to have consented to such processing as defined in the policy statement.*

**\*Please Note: This Position is not on UCT Conditions of Service.**

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