The Institute of Social and Preventive Medicine (ISPM) at University of Bern performs research in a range of disciplines relevant to public health (www.ispm.ch). Groups cut across divisions, facilitating an interdisciplinary approach to research in the fields of clinical epidemiology, social and behavioral health, biostatistics, and international and environmental health.

The Paediatric Epidemiology Research Group conducts population-based and clinical studies in child health, focusing on cancer and respiratory disorders.

We are looking for a

**Data Manager (60-80%)**

**Period:** Fixed-term contract for 1 year starting as soon as possible, but long-term engagement desired

**Place:** University of Bern, Switzerland

Apply no later than: 11th June 2018

**Duties and responsibilities**

- Responsible for data management tasks – databases include registries (in particular the Swiss Childhood Cancer Registry, SCCR), cohort studies and clinical datasets
- Data extraction and data preparation for researchers and public reports on a regular basis
- Support researchers in registry and data base queries
- Help set up new databases in REDCap / MS Access (or similar software) and help with data migration
- Perform basic statistical analyses and prepare tables and graphs for public reports (e.g. annual report of SCCR)

**Qualifications and skills**

- Degree in medical IT, health information management (medizinischer Dokumentar), biomedical science or a related field
- Experience in clinical data management, i.e. in setting up research databases, would be an asset
- Basic knowledge of statistics and experience data manipulation using Stata, R or other statistical software would be highly welcome
- Ability to work independently in different teams with different backgrounds (researchers, data specialists, clinical doctors, statisticians)
- Strong analytical and organisational skills
- High sense of responsibility
- Good communication skills and proficiency in German and English

**We are offering** an interesting position with provision of services across several teams with diverse activities in a growing research team. We are dedicated to high quality research and active career development. ISPM Bern provides a multicultural and international academic environment and operates within interdisciplinary teams.

We are looking to have the successful candidate in place as soon as possible.

For further information on the position advertised, please contact PD Dr Ben Spycher (ben.spycher@ispm.unibe.ch). Please send your application to hr@ispm.unibe.ch. Applications must include a curriculum vitae and motivation letter as PDF documents.