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SwissRDL is a centre of excellence for Medical Registries and Data Linkage and part of the Institute of Social and Preventive Medicine (ISPM), University of Bern. We maintain, support, monitor and analyse medical registries in a range of disciplines relevant to medical research and public health. Our work lies at the interface between IT technology, health services research, health technology assessment, delivery of care, and outcome research in medicine. Our mission is to advance and improve health care in a rapidly evolving health care environment.

SwissRDL, Medical Registries and Data Linkage is looking for a

Epidemiologist - Project Manager (70-100%)

Duties and responsibilities:

- Plan and coordinate registry activities (e.g. set-up of new registries, design/review data collection forms, registry reports, data quality monitoring, etc.) between the project team and external registry stakeholders
- Serve as the primary point of communication for registry partners and users
- Assist registry stakeholders in designing, analysing, writing and publishing results of registry studies
- Coordinate production of registry annual reports and benchmarking reports
- Monitor contracts, budget and service requests for assigned registries
- Provide first-level support to registry users

Qualifications and skills:

- MSc in epidemiology, biostatistics, health sciences or related field with at least 2 years of relevant work experience
- Experience in project management
- Experience in working with human research data in clinical or observational studies would be an advantage
- Excellent communication and interpersonal skills
- Strong organizational and time management skills, demonstrating an attention to detail, able to meet deadlines, and to prioritize competing demands
- Excellent English skills (written and spoken), German would be an advantage.

We offer

The post is available immediately and offered for an initial period of 1 year with the possibility for extension. The ISPM at the University of Bern offers an international and interdisciplinary environment. It encourages independence and flexible working models.

Contact

For further information on the position advertised, please contact Dr Adrian Spörri, Tel. +41 31 631 35 50, adrian.spoerri@ispm.unibe.ch.

Please send your application including a Curriculum Vitae and letter of motivation to Larisa Cárdenas, hr@ispm.unibe.ch.

University of Bern, Institute of Social and Preventive Medicine, Mittelstrasse 43, 3012 Bern, www.unibe.ch

[Apply now](#)