

Vacancy Announcement

Research Medical Officer (RMO)

The BRAC James P Grant School of Public Health (JPGSPH) at BRAC University was established in 2004 as an educational and research institution focusing on the integral areas of teaching, research, and services. The goal of the school is not only to impart knowledge but also to act as a center of excellence in knowledge creation through research and training that connects with practice.

We are looking for **Research Medical Officer (RMO)** for the “Implementation Research on Childhood Onset Noncommunicable Diseases (NCD) in Two Piloted Districts” project.

Webpage Link: <https://bracjpgsph.org/career>

Purpose of the Role

Research Medical Officer (RMO) will be responsible for coordinating and managing field activities, ensuring accurate and timely reporting, and monitoring project progress. The RMO will also handle quantitative data collection, manage IT logistics, store supporting documents, and perform administrative tasks. The role includes developing field plans, distributing work among team members, and communicating effectively with facility authorities.

Details of the position are stated below:

Key responsibilities:

- Attend training on methodology, approach, and data collection tools, and ensure adherence to data collection protocols.
- **Collect quantitative data** (facility assessment and observation, observation of care, provider knowledge assessment, and household survey) through all tier-facility visits (from district sadar hospital upto community clinic) by using tablets and data collection software (e.g., **KoboToolbox**).
- Assist in preparing field plans and guiding the data collectors to collect data.
- Communicate with the relevant authority to seek permission from the facility and effective rapport building with facility administrators, healthcare providers, and other stakeholders to ensure smooth data collection processes.
- Plan facility assessments in various healthcare settings, from district level to community clinic, and maintain regular communication with the field coordinator.
- Real-time data entry through tablets using data collection software (eg. **KoboTollbox**).
- Complete daily reports of progress or activities completed, including communicating challenges faced in data collection and the status of data collection.
- Some other administrative and project-related tasks for implementing the research
- Regular communication regarding troubleshooting and any other field issues with the field coordinator and other team members.
- Adhere to ethical standards and guidelines throughout the data collection process, ensuring the rights and privacy of participants are respected.
- Adhere to all policies and guidelines of the school.



Requirements/Qualification:

- MBBS, preferably with Master of Public Health (MPH)
- Previous experience in facility assessment survey/healthcare research will be preferred.

Other requirements:

- Excellent communication skills in English and Bengali
- Understanding of healthcare systems, research methodology, and clinical practices.
- Ability to work under pressure and in complex team environments.
- Ability to perform extensive travel and fieldwork, across different districts of all the administrative divisions of Bangladesh to oversee and support project implementation
- Both males and females are encouraged to apply.

Contract Period: Tentative 2 months (expected to start from 14 December 2025)

Salary: As per the policies of BRAC JPGSPH.

How to Apply:

This is an immediate requirement position. Interested candidates are invited to email their application to: lamisa.rahman@bracu.ac.bd by **November 29, 2025**.

Please mention “**Application for Research Medical Officer**” in the subject line.

Only shortlisted candidates shall be invited for the interview. All tests & interviews will be held in Dhaka. We are an equal-opportunity employer and encourage applications from qualified women and minority candidates.

The Organization reserves the right to make an appointment at a grade lower than advertised. BRAC JPGSPH regrets to inform you that it is not liable to reply to all the submitted applications.