



EDITOR: SOUTH AFRICAN MEDICINES FORMULARY (SAMF)
(Permanent; Payclass 11)
South African Medicines Formulary (SAMF)
Division of Clinical Pharmacology
DEPARTMENT OF MEDICINE
FACULTY OF HEALTH SCIENCES

We invite applications for this full-time (37.5 hours/week) permanent post for appointment from 1 September 2022 or as soon as possible thereafter.

The South African Medicines Formulary (SAMF) is produced by the Division of Clinical Pharmacology situated in the Old Main Building, Groote Schuur Hospital, Observatory, Cape Town. We are looking for a dynamic and experienced pharmacist with expert skills in writing and editing, to join our dedicated team as editor of the SAMF.

Requirements include:

- Current registration as a pharmacist with the Pharmacy Council of South Africa for at least 10 years
- At least five years of experience in scientific report writing, editing and proof reading
- Competent in computer programmes such as Word, Excel, Outlook
- Experience in online literature searches and online databases such as PubMed, Medline, Up-to-Date, MICROMEDEX
- A working knowledge of GoogleDocs or similar platform
- Exceptional attention to detail, the ability to meet deadlines and able to work without supervision
- Excellent written and verbal communication skills

Advantages include:

- Experience in web and app development management
- Relevant postgraduate qualification

Responsibilities include:

- Compiling and editing of the SAMF content including adding drug monographs, expanding or contracting monographs, editing contributions from clinical experts, verifying all information, formatting and typesetting
- Preparing content for publishing
- Updating content in line with current best practice guidelines and the national EML
- Searching for relevant information using primary, secondary and tertiary resources
- Liaising with publishers, co-editors and contributors
- Liaising with app/website developers
- Supervising admin assistant

The annual remuneration package, including benefits, is between R671 593 and R790 107 per annum.

To apply, please e-mail the below documents in a **single pdf file** to Ms Tracy Moore at recruitment05@uct.ac.za

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Letter of motivation that speaks to the specific requirements of the position, and
- Curriculum Vitae (CV)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete.

Only shortlisted candidates will be contacted and will be required to undergo a competency test.

Telephone: 021 650 5405 **Website:** <https://samf-app.com/>

Reference number: E220274 **Closing date:** 10 July 2022

UCT is a designated employer and is committed to the pursuit of excellence, diversity and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups including candidates with disabilities. Our Employment Equity Policy is available at www.hr.uct.ac.za/hr/policies/employ_equity.

UCT reserves the right not to appoint.