



75 Kneeland Street, Boston, MA 02111

Project Coordinator: Global Infectious Diseases

Job Description

Organization:

The Alliance for the Prudent Use of Antibiotics (APUA) is a global public health organization dedicated to improving antimicrobial access and use and controlling antimicrobial resistance. Founded in 1981 and located on the Tufts Medical School Campus in Boston, APUA conducts its public health research and education programs in conjunction with affiliated chapters in over 60 countries and leading national and international health organizations.

Responsibilities/Duties:

Coordinates applied research and public health education projects in conjunction with APUA's Scientific Advisory Board and international chapter program in 60 countries. Provides management support to research projects; participates in grant development. Knowledge of French or Spanish is desirable.

- Develops and implements scientific/clinical research and program objectives and strategy
- Produces and analyzes data on infectious diseases and antimicrobial resistance
- Develops, maintains biostatistical databases
- Researches, drafts and presents reports
- Prepares and tracks work plans and coordinates meetings to ensure timely progress
- Represents organization at national and international scientific meetings
- Coordinates all aspects of assigned Programs/Projects including administrative support
- Organize and edit written summaries/manuscripts for publication/dissemination
- Writes and coordinates related grant proposals

Qualifications:

Masters or Doctorate in Public Health, Microbiology, biostatistics, epidemiology, or related field; background in infectious diseases; biostatistics training; 3 + years of Project Management experience; proven record of teamwork and independent project management; excellent communication skills.

Please forward resume and Cover Letter to: APUA – Human Resources
No phone calls please
75 Kneeland Street
Boston, MA 02111-1901
apua@tufts.edu

Visit www.apua.org for more information about the Alliance for the Prudent Use of Antibiotics.
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