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[www.asthamonitoring.org](http://www.asthamonitoring.org)

[www.aihw.gov.au](http://www.aihw.gov.au)

***Project Officer,  
Australian Centre for Asthma Monitoring***

Applications are invited from suitably qualified and experienced individuals for the position of Project Officer at the Australian Centre for Asthma Monitoring (ACAM). This is a full time temporary appointment for one year at the Woolcock Institute of Medical Research, located in Glebe, Sydney. There is a possibility of continuing employment beyond a year, subject to performance and funding.

ACAM operates within the Woolcock Institute of Medical Research, a leading Australian breathing and sleep research organisation, and is a collaborating unit of the Australian Institute of Health and Welfare. It contributes to reducing the burden of asthma in Australia by developing, collating and interpreting data relevant to asthma prevention, management and health policy.

The successful applicant will work closely with the Project Manager and biostatisticians of the Australian Centre for Asthma Monitoring to complete the work program requirements of the Centre. Tasks include conducting reviews of existing epidemiological literature, reports and online data sources; contributing to the preparation of epidemiological reports relevant to the objectives and expected outcomes of the Centre and assisting with data collation.

A competitive salary package will be negotiated to secure the most suitable applicant. In addition the Woolcock is able to offer very attractive salary packaging, including up to \$16,050 tax free to staff per year (packaging of mortgage, rent, credit card expenses) as well as several other salary package benefits.

***Essential criteria***

- Graduate in health or social sciences field.
- Demonstrated high level oral and written communication skills.
- Demonstrated experience conducting literature reviews using a variety of sources and synthesising large amounts of information.
- Experience in simple data analysis.
- Ability to work within a team with minimal supervision.
- Demonstrated experience in interpretation of and reporting on data.
- Sound knowledge of MS Office applications.

***Desirable Criteria***

- Knowledge about asthma epidemiology and/or management strategies
- Evidence of knowledge and experience in epidemiology and/or related areas.
- Experience with the use of graphical, desktop publishing or spreadsheet software.

Enquiries: Please call 02 9114 0467

Applications addressing selection criteria to Mr Chris Burke, Human Resources Officer, by email, [chrisb@woolcock.org.au](mailto:chrisb@woolcock.org.au) or by mail to Woolcock Institute of Medical Research, PO Box M77, Missenden Rd, Camperdown, NSW 2050.

Applications close: 5pm, Friday 22nd August 2008.