Position Description - RMIT VIETNAM

Position Details

Position Title: Research Assistant
Division: COCM
Department: BITL
Campus Location: Based in HCMC but may be required to work at other location of RMIT Vietnam.
Job Grade / Classification: Research Assistant - Level 3
Time Fraction: 0.4

RMIT University

RMIT is a global university of technology and design, focused on creating solutions that transform the future for the benefit of people and their environments. We are global in attitude, action and presence; urban in orientation and creativity; and connected through active partnerships with professions, industries and organisations.

RMIT University enjoys an international reputation for excellence in professional and practical educational programs and high quality outcome-oriented research.

One of Australia’s original educational institutions founded in 1887, RMIT is now the nation's largest tertiary institution. The University offers an extensive range of postgraduate, undergraduate and vocational programs.

RMIT has three Melbourne campuses – in the central business district and in Brunswick and Bundoora in the city's northern suburbs – and a campus in Vietnam with locations in Ho Chi Minh City and Hanoi. With significant partnerships in Hong Kong, China, Malaysia and Singapore, RMIT has a strong educational presence in the Asia-Pacific region. The University's total student population of 74,000 includes 30,000 international students (onshore and offshore).

RMIT is a leader in technology, design, global business, communication, global communities, health solutions and urban sustainable futures, and is ranked in the top 100 universities in the world for engineering and technology in the 2010 QS World University Rankings. www.rmit.edu.au

RMIT Vietnam

RMIT International University Vietnam (RMIT Vietnam) is a campus of RMIT University. RMIT Vietnam is creating an innovative research, teaching and learning culture. It is committed to providing internationally recognised high-quality education and professional training for its students, clients and members of the community.

As an internationally recognised Australian university based in Asia, RMIT Vietnam assists in the development of human resources in Vietnam and the region by providing opportunities for students from around the world to belong to an international educational community that supports them to achieve their potential in an increasingly globalised world.

Degrees are awarded by RMIT University in Australia, allowing Vietnamese students to receive an overseas education without having to leave home. RMIT Vietnam is also host to students from Australia and many other countries. All degree programs are recognised by the Vietnamese Ministry of Education and Training (MOET) and are subject to regulation by the Australian Tertiary Education Quality and Standards Agency. RMIT Vietnam is an English speaking university and all teaching is in English.

www.rmit.edu.vn

Position Summary

This vacancy is for a temporary research assistant to work on a project titled "Prevalence of Social Question Answering in Healthcare Social Media: An analysis on the types of content and users". The project is funded under RMIT Vietnam Research Grant 2014.
This project aims to develop a deeper insight into the prevalence of Social Question Answering (SQA) services in healthcare social media to inform the business of healthcare. The focus of the study is on the prevalent SQA services to analyze content and classify users related to healthcare social media.

The Research Assistant (RA) is a full-time member of the project team and reports to the Project Leader as well as the Principal Investigator of the project. The RA provides specialist support, with technical or specialist expertise paramount as well as academic judgement where required.

**Reporting Lines**

Reports operationally to: Project Leader

Reports functionally (where applicable) to: Project Leader

List by title positions which report directly to this position:

**Organisational Accountabilities**

RMIT Vietnam is committed to the health, safety and wellbeing of its staff members. RMIT Vietnam and its staff members must comply with a range of Vietnamese legal and regulatory requirements, including foreign investment & business, import & export, contracts & commerce, banking, finance & foreign exchange, labour, taxation, land & premises, environment, and immigration. RMIT Vietnam expects all staff members to comply with its Code of Conduct, policies and procedures, which relate to legal and regulatory requirements and our ways of working.

**Key Accountabilities**

1. Reading and comprehending reports and related literature
2. Conducting data analysis using appropriate methods and/or techniques (e.g. content analysis)
3. Collecting data, making reports and providing materials to the project leader in a timely manner
4. Writing research reports based upon analysis
5. Provide academic judgment when required
6. Communicating with the Project Leader
7. Other duties as assigned by the project leader
8. To take responsibility for developing research methods and techniques within the framework of the project

**Key Selection Criteria**

**A: Qualifications and Pre-requisites**

**Mandatory**

Bachelor's or Master's degree in Medical Informatics, Computer Science, Information Systems, Marketing or related fields

Familiarity with and keen interest in medical social media and issues involved

**Preferred**

Content Analysis and Text Mining experience
B: Employment/Professional Experience

Mandatory
Knowledge of research methods especially with regard to the field of medical social media
Experience in text mining and content analysis tools like Leximancer or Pajek

Preferred
Graduate or professional research experience
Publications in peer reviewed journals and conferences

C: Competencies - skills, knowledge, abilities

Essential
Willingness to carry out detailed research and to develop a solid understanding of related issues
String organizational skills and self motivating attitude
Being meticulous and able to work under pressure
Good ability in English both written and verbal

Desirable

Note:
For foreign staff, appointment to this position is subject to the ability to obtain a Vietnamese work permit. For all staff, appointment is subject to satisfying the English language standards relevant to the position.

This position description is current as at the date of approval. It may change from time to time to reflect operational needs and changes to organisational reporting relationships.

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