

STCC aims to strengthen the overall impact of cancer research and translation in Singapore by bringing together key basic, clinical and translational teams on joint platforms to actively establish and implement collaborative cancer programmes. The consortium will be under the Ministry of Health Holdings (MOHH) Pte Ltd and anchored by the cancer research programmes and commercialization platforms of STCC's research partners (NCCS, NCIS, NUS CSI and A*STAR).

Cancer Registrar

STCC is seeking a cancer registrar who would be working with the platform leads of the cancer database and tissue bank platform based at Singhealth. The registrar shall be responsible for the following:

Job Description

- Identifies suitable cases. Case finding by reviewing information from sources, including reports from pathology, radiotherapy, haematology, medical oncology and patient's discharge summary
- Communicates regularly with staff of the Medical Records Office
- Abstracts relevant information from the medical record, which requires a good understanding of information in medical reports
- Data entry into the database and ensures that patient confidentiality is maintained
- Performs quality control on entered data to ensure the accuracy and completeness of database information
- Analyses and reports information from the database
- Performs additional duties related to the cancer registry, including ensuring patient follow-up to enable early detection of any recurrence or related disease, and to acquire data on length and quality of survival.

Job Requirements

- Degree in MBBS (non-registrable foreign MBBS) / Degree in Health Information Management / Degree in Nursing / Paramedical discipline
- Relevant ICD-O-3 coding experience will be advantageous
- Database management skill and computer skills needed (e.g. SQL, R, Stata, SPSS)
- Knowledge in medical terminology
- Meticulous and thorough
- Able to work in fast paced environment
- Strong and effective communication skills
- Good computer knowledge
- Able to work as a good team member

If you meet our requirements and are interested in taking up this career opportunity, we would like to hear from you. Please send your resume to recruit@scri.edu.sg

Working location: Singhealth or SGH
(Only shortlisted candidates will be contacted)