

Job Description / People Specification

Job Title: Experienced Systematic Reviewer

Location: York (near McArthur Glen Designer Outlet)

Salary: 32.5 – 45k + 5% Annual Salary Increase + Bonus

Background / Context

Established in 2005, we are a leading independent research company within the healthcare industry. We are proud to have transitioned to an Employee Ownership Trust (EOT) in 2022. All employees are beneficiaries thus involved and committed to the strategic success and performance of Kleijnen Systematic Reviews Ltd (KSR).

We strive to be the best strategic partner of key commissioners, producing and disseminating high-quality systematic reviews (SRs), meta-analyses, cost effectiveness analyses (CEAs) and health technology assessments (HTAs) including projects for the National Institute for Health and Care Excellence (NICE), the National Institute for Health and Care Research (NIHR), pharmaceutical and medical device companies, guideline developers, and HTA agencies. An exciting opportunity has arisen to join our expanding talented team as a Systematic Reviewer. We bring together a dedicated team of systematic reviewers, information specialists, health economists, statisticians, and administrators supporting high-profile healthcare decision-making.

As an experienced **Systematic Reviewer**, you will work on a variety of evidence syntheses to support requirements of commissioners, whilst providing review expertise to ensure the successful delivery of projects.

As part of the team, you will work closely with multi-disciplinary colleagues and externally with commissioners and third parties to ensure the successful achievement of deliverables. Your ability to perform this role will be based on proven experience demonstrated by the depth and breadth of a variety of projects successfully delivered.

Purpose:

To prepare and deliver high quality SRs and HTAs to an exemplary standard to support evidence-based healthcare decision-making.

Key Responsibilities:

- Collaboratively contributing to and implementing all stages of the SR process, including proposal and protocol development, screening of relevant studies, data extraction, statistical analyses, and report writing
- Preparing and critiquing dossiers used for HTAs, e.g., for commissioners such as NICE
- Preparing, checking or auditing critical appraisals
- Ability to work autonomously and as part of a team, ensuring any challenges are resolved in a timely manner
- As part of a team, developing proposals for funding potential projects
- Where relevant, communication with commissioners, ensuring excellent relationships to identify potential business opportunities
- Continuous engagement with colleagues to collaboratively discuss projects
- Involvement in dissemination activities including preparing journal articles and representing KSR at conferences and meetings
- Attending seminars, training courses and other external events to keep in touch with particular disciplinary interests
- Contributing to the development of best practice and standards such as the development of training resources
- Supporting the management team and colleagues with ad hoc requests relevant to the post.

Requirements for the Role

Essential

- Significant experience in the design, conduct and reporting of SRs, and a working knowledge of relevant statistical methods, i.e., meta-analysis and meta-regression analysis
- Proven experience of health services research, e.g., background in statistics, medicine, public health, clinical epidemiology, economics, biochemistry, or psychology
- Demonstrable experience in the successful delivery of multiple projects, i.e., ability to work under pressure, prioritise tasks, and meet specific timeframes
- Highly autonomous as well as a motivated team player
- Ability to critically think, analyse and make balanced decisions with an eye for detail and quality
- Excellent interpersonal and communication skills with fluency in English, both oral and written
- Proficiency in relevant software such as Microsoft Office and EndNote
- Adaptable and flexible to changing business needs
- Master's degree in a relevant field.

Requirements for the Role
Desirable
<ul style="list-style-type: none">• Understanding of SRs related to diagnostic or prognostic questions• Experience of undertaking work for re-imburement or HTA agencies, e.g., NICE• Experience in health economics and/or relevant statistical experience, as potential for hybrid roles• Knowledge of primary healthcare research methods and statistical methods used in HTA, e.g., indirect treatment comparisons, matching-adjusted indirect comparisons (MAIC)• A PhD in a relevant field.