

University of Zimbabwe - Clinical Trials Research Centre (UZ-CTRC)

VACANT POST - M&E ADVISOR

University of Zimbabwe - Clinical Trials Research Centre (UZ-CTRC) is seeking suitably trained, competent, talented, multi-task and qualified M& E Advisor. Position in based in Harare.

UZ-CTRC was established in 1994 and has conducted high impact observational studies, implementation studies and Phase I-IV clinical trials in HIV, TB, COVID - 19 and associated co-morbidities funded by National Institute of Allergy and Infectious Diseases, AIDS Malignancy Consortium, Bill, and Melinda Gates Foundation among others. UZ-CTRC has served as a center of excellence in the prevention and control of HIV and AIDS and have contributed to global understanding of HIV epidemiology and pathogenesis, global and Zimbabwean health policy, by providing scientific evidence through our highly equipped and resourced network of laboratories that operate in strict compliance with International best practices guided by GCLP and ISO 15189 standard.

UZ-CTRC is implementing a US Center for Disease Control and Prevention-US President's Emergency Plan for AIDS Relief (CDC-PEPFAR) funded Laboratory Systems Strengthening (LSS) program in Zimbabwe from 2023 to 2026 supporting the Ministry of Health and Child Care (MOHCC). The LSS program will enhance access to high quality testing towards achievement of the UNAIDS 95-95-95 goals.

Qualifications and Experience

- Master's degree in data science/ Epidemiology/ Biostatistics/ Statistics/ Operations Research/ Computer Science/ Public Health, and Monitoring and Evaluation
- At least 5 years' proven working experience in a PEPFAR supported project or similar role.
- At least 5 years' experience in a supervisory role.
- Proficiency in the utilization MS Office suits such as Excel, PowerPoint, Word, Power Query
- Hands-on experience with mapping software like ArcGIS/QGIS.
- Knowledge of statistics and experience using statistical packages for analyzing datasets (Excel, R, STATA, SPSS, SAS etc).
- Proven passion for data quality.
- Experience in data processing and database management (from data capturing to data analysis for decision-making).
- Good interpersonal skills, team player, able to work under stress. Sensitivity to the concerns of the developing world and ability to work with local and national authorities from different cultural and professional backgrounds.

Responsibilities

- Reports to the Senior Program Manager
- Supervision of M&E Officers and Data Analyst.
- S/he will be the lead technical expert responsible for all M&E related activities, including performance monitoring, data analysis, display and use and reporting of achievements and results to all stakeholders including CDC, PEPFAR, MOHCC and UZ-CTRC.
- Provide technical assistance and leadership, implement, and assess and strengthen M&E systems and tools, to achieve programmatic goals.
- Conduct capacity building activities for the M & E team to support the collection, analysis, presentation, and utilization of high-quality data for improved programming.
- Develop and oversee implementation of the data quality assurance systems.
- Monitor program performance based on the Evaluation and performance monitoring plan (EPMP), annual work plans, and the monitoring plan.
- Work closely with local partners to conduct mapping and size estimation exercises to inform planning and provide technical assistance to the stakeholders.
- Inform the program team and partners on the use of PEPFAR and custom indicators to monitor program performance and support evidence-based programming.
- Provides technical guidance and mentors lower-level personnel. Acts as team lead as needed and supervises others.
- Support the development of reports for UZ-CTRC, CDC, PEPFAR, MOHCC, and other stakeholders as needed.
- To work in liaison with the Senior Program Manager in preparation of project related scientific output including abstracts for conferences and publications for scientific journals.
- To provide information from data monitoring to project leadership for decision making and continuous improvement of projects.
- To ensure accurate and timely annual reporting of PEPFAR MER indicators into DATIM as well as work with the Senior Program Manager to ensure timely submission of PEPFAR expenditure reporting.

To apply

Interested candidates should forward applications and detailed curriculum vitae to the below email address not later than 11 October 2024: - applications@uz-ctrc.org.

Only shortlisted candidates will be contacted. Canvassing candidates will be disqualified.