



MT17100

DATA COLLECTOR

Level 3

Reports to (Hierarchical)

Supervisor

Reports to (Functional)

Supervisor

Job Family

Medical & Paramedical

Main Purpose

Carry out all activities related to the collection of data for the mission, according to MSF protocols and maintaining confidentiality, in order to have reliable information.

Accountabilities

- Participating in the preparation of the intervention and materials according to the needs of the survey and the instructions of the supervisor.
 - Visiting the target location and explaining the nature and required process of the survey to the population.
 - Accompanying participants throughout the process.
 - Recording the collected data in the data collection tool (questionnaire, etc).
 - Identifying anomalies and informing supervisor.
 - Treating all community members interviewed or associated with the data collection with respect.
 - Collaborating closely with colleagues.
 - Making sure to follow security protocols.
 - Ensuring, promoting and maintaining confidentiality regarding all information registered.
 - Compiling and handing over data.
 - Participating in other activities required by the supervisor.
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Education

Secondary education essential.

Experience

- Experience as a data collector desirable
- Experience with working with MSF or other INGOs is desirable

Languages

- Local language essential.
- Mission language desirable

Knowledge

Essential computer literacy (word, excel)

Competencies

- Results and Quality Orientation L1
 - Teamwork and Cooperation L1
 - Behavioural Flexibility L1
 - Commitment to MSF Principles L1
 - Stress Management L2
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