Job Summary:
The technical advisor will provide managerial oversight, in order to organize and prioritize tasks, workload and programs.

Key Duties and Responsibilities:
- Organize and participate in technical, programmatic and policy development meetings and work with the Government of Uganda officials from relevant ministries, agencies, and governmental and non-governmental partners to implement project activities.
- Provide technical guidance, supervision and support to other project staff and key stakeholders to integrate approaches contributing to achieving program objectives.
- Conduct literature reviews, evidence briefs for policy on the state-of-the-art in relation to implementation of IHF and addressing gaps in core capacities.
- Liaise with relevant government officials and partners, including the One Health Platform on a continuous basis to ensure coordination, for the successful planning and implementation of the project.
- Collaborate with other project staff to prepare reports on Uganda’s International Health Regulations capacities.

Qualification Requirements:
- A minimum of a Bachelor’s degree in policy or planning or a health related field (medicine, veterinary medicine, epidemiology, public health and/or preventive medicine or other related disciplines)

Required Experience and skills:
- At least 5 years of progressively responsible experience and progressively responsible experience and in alignment with the Revised JEE Tool 2018, the current NAPHS, and the relevant ministries’ priorities.
- Demonstrated experience in collaborating with varying types of partners.

Key Duties and Responsibilities:
- Develop a work plan for each phase of the A-Team’s work plan.
- Develop a monitoring and evaluation plan including process and outcome indicators and data collection tools.
- Develop a self-assessment and scoring tool based on the most current JEE Tool to monitor Uganda’s progress on the Joint External Evaluation scoreboard
- Develop costings and costing data collection tools for selected priority activities of the National Action Plan for Health Security supported by the A-Team.
- Develop relevant impact indicators and cost-effectiveness analysis plans for selected priority activity of the National Action Plan for Health Security supported by the A-Team.
- Develop and maintain a system and procedures for generating quality project reports to key stakeholders in line with the project objectives and according to the Monitoring and Evaluation work plans.
- Coordinate development and monitor implementation of the project capacity building plan (including training, mentorship and support supervision).
- Develop and maintain strategic partnerships and networks with Ministry of Health, districts, donors and other key stakeholders for comprehensive, relevant and harmonized interventions in line with Monitoring and Evaluation data.

Qualification Requirements:
- Must have a Postgraduate training in project Monitoring and Evaluation.
- Bachelor’s Degree in Statistics, Quantitative Economics or related field with a computing bias
- Advanced degree in computer science or computer related field will be an added advantage.

Required Experience and skills:
- Minimum of four years of relevant experience in Monitoring and Evaluation of large scale health and health service delivery and systems strengthening programs.
- Must have excellent writing, presentation and communication skills.
- Experience in design, development and implementation of Monitoring and Evaluation systems, preferably in the health sector.
- In depth knowledge of monitoring and evaluation of Global Health Security Agenda /International Health Regulations programs including Ministry of Health tools and reporting processes.
- Knowledge of United States Centers for Disease Control and Prevention programs.
- Policies and regulations, procedures and practices.
- Demonstrated experience in collaborating with varying types of partners.

Job Title: Data Manager
Vacancy Code: DMSX01

Job Summary:
The Data Manager shall oversee all data management processes to track performance and inform programming in Phase 2 of the National Action Plan for Health Security implementation support.

Key Duties and Responsibilities:
- Oversees the operations of data entry.
- Acts as the point of contact for all data requests and ensure that users’ data needs are satisfied.
- Acts as the point person for all data and information related issues.
- Liaises with the rest of the staff and any other relevant party to ensure timely preparation of timely reports according to the organizational work plan and Monitoring and Evaluation plan.
- Perform routine backups and ensure security of data captured into the project Health Management Information Systems other electronic databases.
- Perform analysis and interpretation of data as & when required for project requirements.

Educational Requirements:
- Bachelor’s Degree in Statistics, Quantitative Economics or related field with a computing bias.
- Advanced degree in computer science or computer related field will be an added advantage.

Required experience and skills:
- At least 3 years’ progressive experience in data management and systems development.
- Knowledge of current information technologies.
- Attention to detail, especially regarding data accuracy.
- Team player and management skills.
- Good communication skills.
- Competence in electronic database packages e.g. Ms Access, SQL.
- Good analytical skills & use of analysis packages e.g., Epiinfo, Ms.Excel, SPSS, SAS, STATA.
- Good understanding of Ministry of Health/United States Centres for Disease Control and Prevention reporting requirements, expectations and tools.

How to apply:
IDI will offer a competitive remuneration package to the successful candidate.
Candidates that know that they meet the above criteria and have what it takes to excel in the above position, please send their CVs, which should include details of email address (if any), present position, current remuneration, Certificate/testimonials and address of three (3) referees plus telephone contact to the stipulated email address not later than 12th October 2018. (Email your application and CV to hridi@.co.or.ug and let’s save the environment).

Key Notes:
1. IDI is an equal opportunity employer and does not charge a recruitment fee or any other fees at any stage of the recruitment process.
2. Internal candidates who meet the required qualifications and have worked with IDI for a period of at least one year will be given priority.
3. Make sure that your application letter, CV and certificates are attached as one document.
4. Indicate the Vacancy Code as the subject for your email.
5. Only shortlisted candidates will be contacted.
6. Any form of canvassing will lead to automatic disqualification.

The Senior Human Resource Manager
Infectious Diseases Institute — IDI Knowledge Centre, Makerere University Main Campus, College of Health Sciences, Makerere University
P.O. Box 22418, Kampala, Uganda