

# Sandra Mamai

## Data Officer

A dynamic professional with 4+ years of experience in technical support and operations roles in a healthcare social enterprise. Experience in research, program monitoring, evaluation, and reporting. Skills in designing data tools, data analysis and presentation, priority setting, and data quality assessments. Working understanding of SQL Server. Strong collaborator and team player with excellent communication skills and expertise in analytical problem-solving.



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Nairobi, Kenya

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## WORK EXPERIENCE

### Data Officer Access Afya

11/2021 - Present

Nairobi, Kenya

#### Achievements/Tasks

- Supporting organizational data strategy and transformation.
- Leading staff training and capacity building on the proper use of program and health information systems
- Participating in the development of data systems and tools
- Leading the generation of clean data and transforming data into useful insights

Contact : Ruth Kimama - Chief Of Staff - +254724206812 -  
ruth@accessafya.com

### Health Information Officer Access Afya

11/2020 - 10/2021

Nairobi, Kenya

#### Achievements/Tasks

- Leading role in the generation of clean data, quality audits, analysis, presentation and use of organizational data
- Leading staff training and capacity building on the proper use of program and health information systems
- Supporting analytics through transforming data into actionable insights
- Supporting the operation and running of programs and health facilities through systems rollout and support, training and systems management.

Contact : Eric Mbuthia Kanyi - Technical Director  
(Informatics/Analytics) - +254722436350  
- membuthia@yahoo.co.uk

## EDUCATION

### BSc. Health Records and Information Management Kenyatta University

09/2013 - 08/2018

Nairobi, Kenya.

#### Courses

- Healthcare data, Quality and Technology, Management of Health Information Systems
- Research Methods, Analysis and interpretation of Healthcare Data

## SKILLS

Data Analysis

Systems Administration

Data collection and Reporting

Database administration

HIPAA and HITECH requirements

Data Auditing

Training and Mentoring

Graphic Design

## PERSONAL PROJECTS

### Changamka\_KE (12/2019 - Present)

- Created a social media community of 300+ people to promote productivity and self-awareness through stunning social media content.

## ACHIEVEMENTS

### Trainer of Trainers for DREAMS program Monitoring and Evaluation tools and Database management. (12/2017 - 04/2018)

Data collection and reporting tools, DREAMS Data flow DREAMS web-based system and ODK data collection mobile app, Raw data exports and report generation and Mapping DREAMS data to reportable DATIM indicators.

### Digitized 20000+ paper medical records for integration into clinical and business applications. (04/2017 - 11/2017)

Assisted in developing, maintaining and ultimately facilitating the usage of various medical records systems for the healthcare organization

### Team member for DREAMS- Family Matters! Program (FMP) adaptation workshop (04/2018 - 04/2018)

Participated in the adaptation of the program that would specifically cater for parents/caregivers of children transitioning into adolescence in Kenya.

## LANGUAGES

English

Native or Bilingual Proficiency

Swahili

Full Professional Proficiency

## INTERESTS

Informatics

Big Data

Graphic design

Mentorship