Title of post: Statistician/epidemiologist

Example Posts	**Reporting Line**
Database Manager, SPSS specialist, data analyst	Information Analyst, Assessment Coordinator

Requirements
- ➢ Assessment and survey experience is essential as well as experience with large dataset cleaning, analysis and visualization.
- ➢ High level of familiarity with assessment tools, sampling methodology, qualitative and quantitative research methods.

Education
Advanced university degree in information management, social sciences and/or applied statistics.

Experience
- ➢ At least five years of progressively responsible work experience, including three years at the international level.
- ➢ Practical experience with large surveys and methodology design, database management and cleaning
- ➢ Experience in the usage of statistical software packages ACCESS, STATA, SPSS, R, and/or other statistical programmes.

Language
Fluent in written and spoken English (or international language use).

Skills
- ➢ Excellent qualitative and quantitative research Excellent analytical skills
- ➢ Good organizational skills, ability to work under pressure while respecting deadlines;
- ➢ Good interpersonal skills and ability to work in a multi-cultural environment;
- ➢ Experience working with the international humanitarian community is an advantage.

Role description and responsibilities
Under the supervision of the Information Analyst, the Statistician will complete the following tasks:
- ➢ Create operational data management systems using MS Excel and XXX to enable effective analysis and monitoring, including training staff to continue to improve data quality;
- ➢ Establish data collection systems, rreceive the data from the questionnaires and ensure the maintenance of the master database as well as cleaning of mistakes
- ➢ Assess the overall quality, accuracy, reliability and validity of the collected data
- ➢ Create data quality control protocols for field assessment teams and data entry clerk including verifying the validity and completeness of data collected, report back mistakes and errors to assessment team leader, provide feedback on what can be improved during field data collection
- ➢ Programme PDAs for use for data collection, when required
- ➢ Analyse the data according to the tabulation or analysis plan provided, using statistical software
- ➢ Train team members on management of data and interpretation of results and findings;
- ➢ Produce tables, graphs, infographics and charts in suitable format for reporting and illustration purpose
- ➢ Work closely with the GIS Officer to data collected can be spatially referenced. Re-format data as needed for use by GIS officer;
- ➢ After a first level processing, conduct an in depth analysis as requested by the information analyst upon feedback from the stakeholders of the assessment.

Assessment Coordinator:

Name: _____

Position: _____

Signature: _____

Date: _____

Statistician:

Name: _____

Position: _____

Signature: _____

Date: _____