

## Job Description

<b>Job Title</b>	<b>Enumerators</b>
<b>Location</b>	<b>Kenya - Refugee camps (Dadaab, Kakuma and Kalobeyei, Wajir (Habaswein Subcounty)) and areas surrounding the refugee camps</b>
<b>FT/PT (Full Time / Part Time)</b>	<b>Part time - Project Based (6 months)</b>

### Job Purpose

Ipsos is a research company based in Nairobi. The World Bank, in collaboration with UNHCR and University of California Berkeley, is planning to implement a large-scale panel survey with refugees and host communities in Kenya as part of the Kenya Analytical Program on Forced Displacement (KAP-FD). This survey is seeking to build on preceding work to strengthen the availability of data on socioeconomic characteristics and rigorous analysis of socioeconomic opportunities of refugees and host communities. Its objective, therefore, will be to collect socioeconomic data at the household level, representative of the camp- and urban-based refugee population in Kenya, as well as of hosting communities living very near to refugee communities. Ipsos Ltd will be implementing data collection between January and July 2022 and wishes to invite applications from qualified local enumerators from the refugee camps and areas surrounding the refugee camps.

### Key Responsibilities and Deliverables

<b>Attend Project training</b>	<ul style="list-style-type: none"> <li>Attend all sessions of the project training organized by the project team for 2 weeks before undertaking the study</li> <li>Clearly study the questionnaire and manual and understand them thoroughly</li> <li>Conduct questionnaire testing in field as part of training</li> <li>An exam will be administered in English during the training to evaluate understanding of the training materials. Trainee must score the pass mark to participate in data collection.</li> <li>Make any suggestions/ provide feedback after review of questionnaire</li> </ul>
<b>Household Listing</b>	<ul style="list-style-type: none"> <li>Identifying boundaries for the Enumeration Area (EA) assigned, locating all structures, and visiting every household and list the household before the enumeration exercise</li> </ul>
<b>Data collection- Enumeration</b>	<ul style="list-style-type: none"> <li>Administering the questionnaire according to protocol</li> <li>Obtaining complete and accurate responses and capture them accurately in the device</li> <li>Complete all eligible modules in the household</li> <li>Submission of questionnaire upon completion</li> <li>Hand over all project materials to the supervisor upon completion</li> <li>Undertake any other duty assigned</li> <li>Meet target of set interviews per day</li> </ul>

### Qualifications

- Enumerators from communities neighboring the refugee camps must be Kenya Citizen eighteen (18) years and above
- Enumerators from the refugee camps must be registered with UNHCR. Registration will be verified.
- Must have at least a Diploma certificate
- Must be resident of the location where they will be assigned to work in
- Past working experience as an enumerator. Experience working with KNBS enumeration area maps will be an added advantage
- Candidate must be available for an uninterruptible period of at least 6 months starting from January 2022 Candidates who plan to work in another job in the same period cannot be considered
- Applicant must have an active bank account or be willing to open one immediately after recruitment or a telephone number registered in his/her name through which payment will be made at the end of the exercise
- Must be fully vaccinated against COVID-19. Evidence of vaccination will be required.

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### Knowledge & Skills

- Fluent written and spoken English
- Competent in local language(s)/dialect(s) in the area they will be working
- Able to work within a multi-cultural environment
- Understanding of data collection platforms and processes
- Ability to work with a smart phone/ tablet to collect data
- Ability to work and deliver under pressure
- Ability to work in a team
- Interpersonal skills, demonstrate integrity, good people skills and good organizational skills
- Self-driven, results orientated, shows exceptional initiative, and is focused on quality and profit
- Mature, credible, and comfortable in dealing with the main project stakeholders

### **TO APPLY**

*Send a one page cover letter accompanied with academic certificate, copy of ID (Kenyan applicant), and filled excel template with the details requested (see the attached excel template. If refugee fill the refugee form and if Kenyan fill in the host enumerator form)*

**Applications to be send through: [Lukiyo.Owuor@ipsos.com](mailto:Lukiyo.Owuor@ipsos.com) Application deadline 18<sup>th</sup> January 2021 at 5.00pm**

**ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED**