



Position Title: Data Analyst (1 positions)

Reports to: M&E Advisor

Employment Type: Full-time

Job Location: Dar es Salaam

Travel: Up to 40% in intervention districts outside of job location

Overall Job Function:

The Data Analyst is responsible for conducting programmatic data analysis on a routine basis to identify gaps, strengths, and trends from implementation of HIV prevention, testing, care and treatment services. S/he provides technical assistance to ICAP staff, R/CHMTs and healthcare workers (HCWs) to analyze program data and use data for real-time decision making. Under the supervision of the M&E Advisor, the Data Analyst develops visual tools, reports, and graphics to summarize analyses into format that is easily understandable to the program team and other stakeholders.

Specific Responsibilities and Duties:

- Conduct regular analysis of facility- and community-based HIV prevention, care, and treatment initiatives and ensure the integrity of program monitoring and evaluation, surveillance, and health information systems.
- Under supervision of the M&E Advisor, prepare routine and ad hoc reports on data quality activities and outcomes to meet reporting requirements and requests for donors and stakeholders.
- Prepare reports and presentations for regular data review with local, regional, national, and global partners.
- Conduct internal data monitoring and analysis, including development of dashboards and slides to track progress over time with appropriate disaggregation.
- Monitor the implementation of corrective and preventive action plans to address identified data quality issues where necessary, implement course corrections or redesign strategies and interventions to ensure consistently high-quality data related to all community- and facility-based services.
- Support the implementation of data quality improvement plans based on data collected and where necessary, implement course corrections or redesign strategies and interventions.
- Participate in monthly and quarterly project planning and evaluation meetings with corresponding CDC staff and local partners, as needed.
- Perform any other tasks as assigned by the supervisor.

Qualifications, Knowledge, and Skills:

- **Required Education:** Bachelor's degree or higher in data management, monitoring & evaluation, statistics, health informatics or related field; preference given to those who have experience with large-scale health projects with community- and facility-level
 - **Preferred:** Master's level degree or higher
- **Required Technical Experience:** Minimum 3 years' work experience in monitoring and evaluation of large-scale health or development projects, including:



- Experience with community-based health services and integration of data from diverse sources preferred.
- Excellent computer skills, at minimum skills in Microsoft Access, Excel, Word, and PowerPoint. Additional skills in statistical packages preferred and must have demonstrated analytical skills with large datasets.
- Demonstrated competence in frameworks and elements of data management.
- Familiarity with PEPFAR-funded projects and related monitoring and evaluation components such as MER indicators and DATIM. Experience with CDC-funded projects preferred.
- Familiarity with the monitoring and evaluation tools and health information systems used in the Tanzania health system
- Ability to work independently with minimal supervision and strong problem-solving skills.
- Flexibility to work after normal working hours and on weekends with significant travel outside of duty station.
- Familiarity with Tanzanian context; fluency in English and Kiswahili required.