

Position Title: Data Analyst**Reports to:** Senior SI 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 Senior SI 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 Senior SI 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.