



AFENET Secretariat
Lugogo House, Ground Floor (Wings B&C)
Plot 42, Lugogo By-Pass
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Tel: +256 417 700 650
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www.afenet.net

Job Opportunities

Date: Monday January 22, 2024

Program: Botswana Public Health Institute

Duty Station: Gaborone, Botswana

Application deadline: Monday February 5, 2024

Background:

African Field Epidemiology Network (AFENET) is a not-for-profit organization, networking and service alliance of African Field Epidemiology and Laboratory Training Programs (FELTPs), and other applied epidemiology training programs in Sub Saharan Africa. Through its member field epidemiology training programs, AFENET is dedicated to supporting African ministries of health build strong, effective, and sustainable programs with capacity to improve public health systems. AFENET's vision is to ensure a "*Healthier Africa*" by effective prevention and control of epidemics and other priority public health problems in Africa.

In October 2022, the Botswana Ministry of Health with support from technical partners such as the United States Centres for Disease Control and Prevention (US CDC) launched the Botswana Public Health Institute (BPHI). This is in line with the world's best practices in preparing for effective response to public health emergencies. The US CDC in Botswana continues to support the BPHI to establish strong and functional pillars to achieve its intended mandate. Working with AFENET, the US CDC in Botswana will support the human resources needs for the BPHI specifically for the surveillance and laboratory pillars. Within the framework of this collaboration, the AFENET seeks to hire skilled and experienced health professionals to fill the following positions as per the detailed job descriptions below.

1. Post

Title: Surveillance Data Manager

Number of vacancies One (1)

Salary Scale: D3

Job purpose

Ensures availability of quality data, prompt use of data as well as effective management of data collection and reporting.

Key Responsibilities

- The officer is expected to lead and facilitate day-to-day data and information management on priority diseases
- Ensure data collection and entry of all indicators required by the IDSR
- Maintain up to date IDSR data and DHIS portals
- Analyze epidemiological data to monitor and evaluate progress in Disease Surveillance and contribute to the production of epidemiological bulletins, newsletters and situation reports (Sitreps)
- Conduct secondary data review, compile an inventory of available assessments, and provide MOH and partners with a list of available information/data with respective sources on a regular basis (e.g., including population data disaggregated by age and sex, assessments)
- Support development and implementation of analytical methods/tools and metrics to facilitate health events monitoring and evaluation
- Collaborate with WHO & partners to use data for programme implementation and decision making and programming
- Develop and maintain database about programme/projects activities, analyse and process the data, and share final information and products (dashboards, maps, etc.) with WCO, Ministry of Health and partners
- Track programme/project key performance indicators and share information as appropriate
- Establish a data management system for periodic surveillance in the IDSR and provide technical support in quality assurance, data analysis and generation of evidence
- Participate in capacity building activities to strengthen accountability in IDSR and in preparation of technical documents and reports related to epidemiology, monitoring and evaluation
- Supervise district surveillance through support supervisor visits and mentoring to ensure regular and timely reporting

Required skills and knowledge.

- Excellent knowledge in data management and analysis
- Analytical skills to identify critical issues
- Knowledge in epidemiology
- Other Skills (e.g., IT): Proficiency in Microsoft Office suite, and working knowledge of



Enterprise Resource Planning (ERP) applications.

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Required Competencies

- Teamwork
- Respecting and promoting individual and cultural differences
- Communication
- Producing results
- Moving forward in a changing environment

Required Qualifications

- Bachelor's degree in Statistics, health information or data management, computer sciences, applied math or public health
- Post Graduate Degree in Public Health, or Statistics.

How to apply: Submit your resume, application letter, and relevant documentation to:

- The Administration & Human Resource Office
- African Field Epidemiology Network (AFENET)
- <https://recruitment.afenet.net> and a copy on Email: sec@afenet.net

*ONLY successful candidates shall be contacted for an interview.

**Please note that all applications should be sent online by close of business 5:30 pm (EAT)
Monday February 5, 2024**

Note: More details about this position can be obtained from our website: www.afenet.net