



## VACANT POSITIONS EXTERNAL ADVERT

Advertised on: January 30, 2024

Dead line: February 6, 2024

### OVERVIEW OF THE PROJECT

University of Nairobi Enterprises and Services Limited (UNES) was awarded a Cooperative Agreement by USAID in 2016 to implement HealthIT Project. The Project is a USAID mechanism whose purpose is to work with the Ministry of Health and Department of Children Services to Strengthen National Policies, Strategies, Standards and Reporting related to Kenya's Health Information System (HIS) to support County and National Level Health Services. The project aims to develop and maintain health and child protection information systems to make data available for use in decision making for improved health outcomes.

The Project invites interested applicants for the following vacant positions:

#### **1. MONITORING AND EVALUATION OFFICER (UNES/HLIT/MEO/02/2024) – One Position**

**Location:** Nairobi

**Contract Terms:** 7 Months

#### **JOB DESCRIPTION:**

Reporting to the Monitoring and Evaluation Specialist the incumbent shall be tasked with the following responsibilities:

- i. Track and monitor implementation of ALL project activities consistent with the Approved Work Plan
- ii. Ensure timely and efficient collection of evidence on different project results/achievements.
- iii. Adapt and improve HealthIT monitoring and evaluation databases and systems.
- iv. Provide input into the analysis of project data and subsequent programming.
- v. Implement and maintain institutional monitoring and evaluation systems to assist in short term and long-term planning.
- vi. Document best practice systems.



- vii. Support planning and implementation of internal evaluations, baselines and situation analysis.
- viii. Lead the project team in writing the M&E quarterly reports.
- ix. Support the designing, development and use of data capture tools, templates, and user guides to meet project requirements.
- x. Support the development of necessary documentation and provide support to all project staff to understand project reporting requirements and indicator definitions
- xi. Provide assistance to Technical teams in development of digital solutions as appropriate
- xii. Ensure compliance with MOH and USAID reporting requirements

### **JOB SPECIFICATIONS:**

- i. Bachelor's degree in statistics, development studies, project management, or any other field related to impact analysis; Masters in Monitoring and Evaluation will be an added advantage.
- ii. At least 2 years of relevant working experience as an M&E officer for projects funded by USAID
- iii. Experience with the Ministry of Health and partners
- iv. In-depth knowledge and experience in USAID reporting requirements.
- v. Experience in developing theories of change, M&E systems or plans; conducting data quality assessments, data validation and data audits, highly preferred.
- vi. Demonstrated research experience and skills with understanding of qualitative and quantitative research design, complemented by experience in research information product development, exceptional verbal and written communication skills for impressive presentations and effective report writing for various partners.
- vii. Proven expertise in data collection methodologies, in-depth knowledge of sampling and use of interviews, focus groups and interactive tools to generate qualitative information and analysis with ability to communicate results clearly using graphs, charts, and other visuals.
- viii. Experience with qualitative and quantitative research methods, statistical analysis, and data analysis software
- ix. Extensive knowledge in MEL, collaboration, learning and adapting concepts for projects required, with a strong understanding of and/or prior experience working in projects with a focus on health information systems is highly desirable.
- x. Strong teamwork and effective cross-cultural interpersonal skills with ability to work across various teams, willingness to listen, respect for diversity, demonstrated ability to build consensus and navigate complex operating environments



## 2. SOFTWARE DEVELOPER (UNES/HLIT/SD/02/2024) - 2 POSITIONS

**Location:** Nairobi

**Contract Terms:** 7 Months

The Software developer will be tasked with general software engineering including coding, quality assurance and deployment. The Job holder will work closely with project stakeholders, other developers, and is a dedicated resource for designing, developing, and maintaining the HIS systems. The developer will serve as a key software development team member who can translate business requirements into final, robust, scalable, and secure software products. In addition, the developer will be expected to facilitate capacity building and systems user and technical documentation.

### Tasks and Responsibilities

- (i) Utilize established development frameworks, tools, guidelines and conventions to design, develop, and test HIS systems
- (ii) Enhancing DHIS2, DSL, KHMFL, PHES, JPRP, **CPIMS**, Service Desk and other HIS Systems by analyzing business requirements, preparing an action plan and identifying areas for modification and improvement
- (iii) Develop analytics products for the HIS systems to provide statistics on performance
- (iv) Maintain the existing HIS systems by identifying and correcting software defects.
- (v) Facilitate and contribute to HIS systems integration.
- (vi) Collaborate and share ideas with the developer team members.
- (vii) Learn and develop skills to keep abreast with new technologies
- (viii) Conduct systematic HIS system testing and document these.
- (ix) Engaging users and the technology team in order to prioritize system feature requests
- (x) Provide insight regarding usability and user experience to guide system development.
- (xi) Leverage knowledge and contribute to proper knowledge management within the project
- (xii) Contributes to team effort by accomplishing related goals as needed.
- (xiii) Develop and maintain both user and technical documentation for systems
- (xiv) Facilitate capacity building
- (xv) Responsible for physical assets assigned by the project
- (xvi) Responsible for utility assets such as software licenses

### JOB SPECIFICATIONS:

- (i) Degree in Computer Science, Information Technology or equivalent
- (ii) At least 2 years work experience with at least 1.5 years in a reputable firm
- (iii) Experience with Java and Python programming languages coupled with practical experience with test-driven development and automated testing frameworks.
- (iv) Proficiency in modern software development frameworks or methodologies such as RAD, JAD and DSDM.
- (v) Knowledge of relational database management systems and no-SQL databases
- (vi) Good organizational and time management skills
- (vii) Team Player
- (viii) Good analytical and problem-solving skills



- (ix) Good interpersonal and communication

### 3. JUNIOR SOFTWARE DEVELOPER: 4 POSITIONS (UNES/HLIT/JSD/02/2024)

**Location:** Nairobi

**Contract Terms:** 7 Months

The Junior Software developer will be tasked to serve in a crosscutting capacity across various information Systems supported by the HealthIT Project. The Junior Software Developer will work closely with project stakeholders, other developers, quality assurance specialists and business analysts and is a dedicated resource for designing, developing, and maintaining IS. The junior developer will serve as a key software development team member who can work with Software Developers to translate business requirements into a final, robust, working, scalable, and secure software product. In addition, the junior developer will be expected to facilitate capacity building and systems user and technical documentation.

#### Tasks and Responsibilities

- (i) Utilize established development tools, guidelines and conventions to design, develop, and test HIS systems
- (ii) Enhancing CPIMS, DHIS2, DSL, KHMFL, PHES, JPRP, Service Desk and other IS by analyzing business requirements, user requirements, preparing an action plan and identifying areas for modification and improvement
- (iii) Maintain the existing IS assigned to you and by identifying, correcting software defects and enhancing software functionality.
- (iv) Facilitate and contribute to IS systems integration and data enhancement
- (v) Provide data management support to stakeholders
- (vi) Learn and develop skills to keep abreast with new technologies
- (vii) Plan, coordinate and conduct systematic IS system testing and documentation
- (viii) Engaging users and the technology team in order to prioritize system feature requests
- (ix) Provide insight regarding usability and user experience to guide the development and impact of the products for our customers.
- (x) Leverage knowledge and contribute to proper knowledge management within the project
- (xi) Contributes to team effort by accomplishing related results as needed.
- (xii) Develop and maintain both user and technical documentation for systems
- (xiii) Facilitate capacity building
- (xiv) Be willing to meet new challenges with enthusiasm and meet deadlines in fast paced environment
- (xv) Responsible for physical assets assigned by the project



## JOB SPECIFICATIONS:

- (i) Degree in Computer Science, IT or equivalent
- (ii) At least 1 years' work experience in a reputable firm
- (iii) A good record of working within Academic environment
- (iv) Knowledge of programming languages such as Java and Python
- (v) Functional skills in modern software development frameworks or methodologies such as RAD, JAD and DSDM.
- (vi) Knowledge of relational database management systems and no-SQL databases
- (vii) Good Planner and organizer
- (viii) Excellent operational decision maker
- (ix) Excellent team member

## 4. ASSISTANT ICT INFRASTRUCTURE SPECIALIST (AIISO) – UNES/HEALTHIT / AIISO/02/20241 POSITION:

### Contract Duration: 7 Months

The Assistant ICT Infrastructure Support Officer (AIISO) is part of a multi-disciplinary technology team at HealthIT and serves as the technical focal person to the Ministry of Health (MOH) ICT Infrastructure management as supported by USAID through the HealthIT project. The incumbent will work with the national Division of ICT, Department of Health Informatics and County Departments of Health and ICT to ensure adequate planning, deployment, monitoring, maintenance, and optimization of ICT assets under the purview of HealthIT.

### The Duties and Responsibilities for this role will include;

- i. Review and appropriately apply industry standards in the relevant technical areas of support as Data Centers and the environment, Networks (wired and wireless), Servers, User devices, security and capacity strengthening.
- ii. Work with the MOH at all levels to ensure data and infrastructure security by monitoring threats and security vulnerabilities on the systems
  - Develop and implement response plans for various types of threats and attacks
  - in a timely manner
  - Report any vulnerabilities, threats, critical alerts to the MOH and HealthIT
  - Management.
  - Ensure availability of the ICT infrastructure at facility and MOH levels including network routers, switches, wireless access points
  - Ensure proper routing and switching (VPNs, APNs,) and broadband networks
- iii. Provide technical support to the Data Centre managers at MOH Afya House, Afya Annex and the counties to ensure clean power, cooling and fire suppression
- iv. Ensure reliability of systems and networks by monitoring, running tests, and troubleshooting while maintaining high system availability
- v. Learn and develop skills to keep abreast with new technologies
- vi. Leverage knowledge and contribute to proper knowledge management within the project
- vii. Contributes to team effort by accomplishing related goals as needed.



- viii. Develop and maintain both user and technical documentation for systems
- ix. Facilitate capacity building
- x. Perform any other tasks as may be assigned

### **JOB SPECIFICATIONS:**

- i. Degree in Computer Science, Computer Engineering, Information Technology, Telecommunications, or Equivalent
- ii. At least 2 years work experience with at least 1 year in a USG funded project in a similar capacity
- iii. Good understanding of USG rules and regulations
- iv. Good organizational and time management skills
- v. Team Player
- vi. Good analytical and problem-solving skills
- vii. Good interpersonal and communication

### **5. PUBLIC HEALTH SUBJECT MATTER EXPERT: UNES/HEALTHIT / PHSME/02/2024**

**Contract Terms: Part time Consultant**

**Contract Duration: 7 Months**

The Public Health Subject Matter Expert is key to the Project's role in providing technical assistance to the Ministry of Health (MOH) in the synthesis, interpretation and dissemination of large volumes and variety of data with high veracity. The Public Health Specialist will be an integral member of the HealthIT's Data Hub team that will work with the MOH, Implementing Partners and collaborating universities in managing health data platforms to provide high quality data products that deliver value by converting the diverse existing and emerging data into strategic assets for improved decision-making and service quality improvement.

The duties and responsibilities for this role will include:

- i. Using evidence to contribute to the development of national and county health and social protection strategies and policies through policy briefs and technical recommendations.
- ii. Provide technical and programmatic leadership in the "Data-First" approach of the HealthIT project.
- iii. Contribute to the effective and efficient Activity implementation and achievement of both project and country outcomes.
- iv. Translate the programmatic and strategic priorities of programs by the MOH, PEPFAR, PMI, and others into data needs, key performance indicators and information assets.
- v. Review, identify and organize data for analysis and support development of knowledge products with a view to improving knowledge translation and management
- vi. Develop and conduct capacity building in the area of public health systems and the management and financing of the systems.
- vii. Work with the Capacity Building Lead to review data and data use related training materials for dissemination through various channels including the e-Learning platforms.





- viii. Work collaboratively with data scientists, program managers, M&E specialists, health managers from MOH, development partners, implementing partners, and other stakeholders.

### Education and Experience

- i. Degree in medicine, epidemiology, Public Health, and related fields.
- ii. Three (3) years of relevant professional experience in epidemiology, medicine or public health practice
- iii. Experience in HIV/AIDS and Family Health programming is desirable
- iv. Experience working for GOK at national or county level in a senior program position

### Knowledge and Skills Required:

- i. Sound knowledge of Kenya public health landscape, systems and management with good understanding of relevant current priorities and policies, guidelines and procedures in the related areas.
- ii. Ability to review and revise policies and objectives of assigned program and activities.
- iii. Interpersonal skills using appropriate tact, patience and courtesy.
- iv. Excellent knowledge of Health care systems and safety regulations.
- v. Excellent communication skills including Public speaking techniques, drafting and dissemination skills.
- vi. Demonstrated ability to plan and execute planned activities efficiently within strict timelines.
- vii. Demonstrated ability to lead multidisciplinary, multicultural teams and monitor efforts.
- viii. Demonstrated ability to engage and work with stakeholders at all levels
- ix. A proven, successful record of achieving results in an agile environment
- x. Experience in implementing Health related USG-funded projects in Kenya is desirable.
- xi. Fluency in English is required, language skills in Kiswahili, and other languages of Kenya are highly preferred.

### Applicants interested in the above positions should submit the following:

- (i) Cover letter detailing why you want to be considered for the position, as well as current and expected gross salary.
- (ii) Detailed CV including at minimum:
  - a. Biographical data including: Full names, current mailing address, current telephone contacts, email address
  - b. Employment history to date. Ensure that specific start and end dates are included.
  - c. Educational history to date, clearly detailing the program, certificate obtained, and completion date.
  - d. Names of 3 referees with their contacts.
- (iii) Copies of ALL academic and professional certificates and testimonials.

All applications must be received on or before close of business of **February 14, 2024**.



Please follow this link to register and apply for this job:

<http://recruitment.unes.co.ke/core/dashboard>

**N/B: Only shortlisted applicants shall be contacted. UNES does not require any payment in order to process your applications.**

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