MT17100
DATA COLLECTOR

Level 3

Reports to (Hierarchical)
Supervisor

Reports to (Functional)
Supervisor

Job Family
Medical & Paramedical

Main Purpose
Carry out all activities related to the collection of data for the mission, according to MSF protocols and maintaining confidentiality, in order to have reliable information.

Accountabilities
- Participating in the preparation of the intervention and materials according to the needs of the survey and the ins-tructions of the supervisor.
- Visiting the target location and explaining the nature and required proces of the survey to the population.
- Accompanying participants throughout the process.
- Recording the collected data in the data collection tool (questionnaire, etc).
- Identifying anomalies and informing supervisor.
- Treating all community members interviewed or associated with the data collection with respect.
- Collaborating closely with colleagues.
- Making sure to follow security protocols.
- Ensuring, promoting and maintaining confidentiality regarding all information registered.
- Compiling and handing over data.
- Participating in other activities required by the supervisor.

Education
Secondary education essential.

Experience

- Experience as a data collector desirable
- Experience with working with MSF or other INGOs is desirable

Languages

- Local language essential.
- Mission language desirable

Knowledge

Essential computer literacy (word, excel)

Competencies

- Results and Quality Orientation L1
- Teamwork and Cooperation L1
- Behavioural Flexibility L1
- Commitment to MSF Principles L1
- Stress Management L2

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