



AFENET Secretariat  
Lugogo House, Ground Floor (Wings B&C)  
Plot 42, Lugogo By-Pass  
P.O BOX 12874, Kampala, Uganda  
Tel: +256 417 700 650  
Fax: +256 312 265 595  
[www.afenet.net](http://www.afenet.net)

# Job Opportunities

**Date: Monday March 27, 2023**

**Department:** Africa Centres for Disease Control (Africa CDC)

**Programme:** Saving Lives and Livelihoods (SLL)

**Application deadline: Friday April 7, 2023**

## **Background:**

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

The Africa Centres for Disease Control and Prevention (Africa CDC) was officially launched in Addis Ababa, Ethiopia, on January 31, 2017. The Africa CDC is Africa's first continent-wide public health agency and envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency mission is to strengthen Africa's public health institutions' capabilities to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programmes.

Africa CDC has been at the forefront of the continent's fight against the pandemic. The agency has set a goal to vaccinate 70 percent the continent's population before the end of 2024. To achieve this ambitious and critical goal, the Africa CDC and the Mastercard Foundation are launching "Saving Lives and Livelihoods," "partnership for COVID-19 Vaccination in Africa." The planned Saving Lives and Livelihoods partnership is a unique initiative due to its scope and scale, the critical topics it focuses on, as well as the way it will be governed.

The African Field Epidemiology Network (AFENET) is a non-profit organization established in 2005 with a mission to improve human health through the strengthening and expansion of applied epidemiology and laboratory capacity in partnership with Ministries of Health, Non-Governmental Organizations, international agencies, private sector and other public health agencies. AFENET has its headquarters in Kampala, Uganda with operations in more than 30 African Countries.



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Hence, Africa CDC invites applicants who are citizens of Member States for a fixed term post of the **Data Manager** position for the Saving Lives and Livelihoods Programme.

## **Post:**

**Job title:** Data Manager  
**Grade:** Rapid Responder (RR) equivalency  
**Number of posts:** 89  
**Department:** Africa CDC  
**Supervisor:** Head of Administration & Management  
**Duty Station:** Assigned Country

### **Job Description Summary**

The Data Managers will be attached to the MoH and will be responsible for supporting data management systems, such as DHIS 2. They will also provide support to Member States to manage vaccination data.

### **Major Duties and Responsibilities**

Under the overall supervision of the Head of Administration and Management, the Data Manager is expected to provide support to Africa CDC and the member states by doing the following:

- Design, develop, and modify data management infrastructure to expedite data analysis and reporting
- Provide guidance in identifying and defining data requirements
- Design and develop databases that are compatible with Africa CDC needs
- Participates in the development, implementation, and maintenance of policies, objectives, short- and long-range IT planning, with an emphasis on advocating for the needs of the area(s) supported; implements tracking and evaluation programs to assist in accomplishment of established goals.
- Participates in the documentation and implementation of policies and standard operating procedures for data handling and archiving consistent with those of Africa CDC and member state to ensure effective operation of an organization.
- Participate in development of IT Service Catalog offerings, Service Level Agreements, and Operating Level Agreements consistent with the needs of the organization.



- Maintains currency of knowledge with respect to relevant state-of-the-art technology, equipment, and/or systems.
- Performs miscellaneous job-related duties as assigned

### **Qualification and work experience required**

Candidates must have a University Master's degree in computer science with certification for hardware and software support (server, desktops, printers, and laptops) and should be Certified Systems Engineers in Server Administration, network, infrastructure, and messaging suites with 3 -4 years relevant professional experience in a similar position, preferably in an international organization.

### **OR**

Candidates must have a University Bachelor's degree in computer science with certification for hardware and software support (server, desktops, printers, and laptops) and should be Certified Systems Engineers in Server Administration, network, infrastructure, and messaging suites with 5 -7 years relevant professional experience in a similar position, preferably in an international organization.

### **Required skills and Competencies**

#### **A. Functional skills**

- Excellent practical knowledge of a wide range of modern ICT technologies and specifically in the area of data management is required.
- Candidates must possess a minimum of five (5) years progressive professional experience in relevant area
- Ability to develop and manage programs within an agreed time frame.
- Experience working in a fast-paced international organization is highly desirable.
- Excellent writing skills in English and ability to work with more than one AU official language would be an added advantage; and,
- Excellent computer skills;

#### **B. Personal Abilities**

- Ability to deliver under tight deadlines and works well under pressure.
- Analytical and problem-solving skills.
- Able to operate in a multicultural environment.
- High level of autonomy at work, yet with profound team-spirit.
- Adaptive, Patient, resilient and flexible.
- Pro-active and solutions oriented.



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## **Language Requirement**

Applicants must be proficient in at least one of the African Union working languages (English, French, Arabic, Portuguese, Spanish or Swahili). Knowledge of two or more of African Union working languages would be an added advantage.

## **Tenure of Appointment**

The appointment will be made on a fixed term contract of which the first three months will be considered as a probationary period. Thereafter, the contract will be renewed annually subject to satisfactory performance and fund availability.

## **Gender Mainstreaming**

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

## **Remuneration**

For International hires indicative pay is US\$ 6,000 per month. For local hires, the indicative pay is US\$ 3,000 per month.

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

Interested candidates are welcome to apply by either of these two means.

- a. The Ministry of Health or the National Public Health Institute of member state can submit a maximum of three CVs for a position

Or send applications to;

- The Administration & Human Resource Office
- African Field Epidemiology Network (AFENET)
- <https://recruitment.afenet.net> and a copy on Email: [sec@afenet.net](mailto: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)  
Friday April 7, 2023**

**Note: More details about this position can be obtained from our website: [www.afenet.net](http://www.afenet.net)**