

## **KHPT invites applications for the following position/s for its TB programme implementation across Karnataka.**

### **1. M &E Officer: Positions: 2, Bellary & Bagalkot**

#### **Qualification and experience**

- MA/M.sc in Population Studies/Statistics/Social Work with prior experience in monitoring of public health interventions.
- At least 3 years of work experience in domain of Monitoring and Evaluation. M&E experience in TB programme would be an added advantage.
- Knowledge of computer applications, like SPSS /STATA, MS Excel, MS Word and MS PowerPoint are required.
- Skilled in data management with experiencing of handling programme monitoring data
- Fluency in written and spoken Kannada and English languages
- Good leadership, managerial skills with abilities to work with multi-disciplinary teams

#### **Roles and Responsibilities:**

- Closely working with DTO to strengthen use and management of NIKSHAY data at district level.
- Leads the RME THALI activities at the district level. Ensuring the quality of routine programme monitoring data of all the districts within the zone.
- Ensuring the quality of routine programme monitoring data through periodic data quality audits.
- Building the understanding and capacity of project staffs to implement M&E plan to produce high quality data.
- Training the field staff on various formats used in the project.
- Facilitating timely data collection at field level.
- Coordinating with district team and the field staff for timely submission of monthly and quarterly reports.
- Reviewing the reports/data using data trend techniques and sharing analysis with district and central team.
- Analysing the data and providing continuous feedback on a monthly basis and discuss program gaps with the field team.
- Undertaking joint visits in assessing barriers in outreach and other field level activities to provide feedback to district and central team.

- Assist the MERL, Supervise, coordinate, guide, review and improve MERL for THALI in current and new intervention geographies.
- Support the Central M&E team in conducting operation research and evaluation studies including the development of tools and translation, contribute to the training of field investigators.
- Planning and monitoring of primary data collection for the research studies.

**Salary:** The salary for the above position is as per market rate and negotiable which will be fixed based on qualification, relevant experience, and interview performance.

**KHPT provides safe working environment for all its employees; follows the principle of equal opportunity and encourages women applicants. Physically challenged with required skills /knowledge and willing to travel are also encouraged to apply.**

We will be following a systematic selection process to fill these positions based on experience, competency, suitability, aptitude to work with our TB programmes and in-depth project knowledge. Only short listed candidates will be invited for interview.

Above position(s) demand excellent communication interpersonal /computer skills and involves travel. Preferences will be given to candidates who have work experience in TB related programmes in Government / INGOs /NGOs and local candidates with required experience and skill sets.

### **How to apply:**

Interested candidates please apply using the prescribed **KHPT Application Format** and email it to [jobs@khpt.org](mailto:jobs@khpt.org). Candidates can download the format by clicking on '[Application Format](#)' or visit [www.khpt.org](http://www.khpt.org) to download the format.

The application should reach on or before **27<sup>th</sup> May, 2019**.

Please note that completed applications in the prescribed format will help us in shortlisting.