Data Analyst

Organization

Foundation for Innovative New Diagnostics (FIND) is established in India as an independent non-profit created under Section 8 (Indian) Companies Act, 2013 with its office in New Delhi. FIND India is the key implementing partner of Central TB Division, Ministry of Health & Family Welfare, Government of India, for strengthening and expanding TB laboratory diagnostic capacity within the Revised National TB Control Program (RNTCP) supported by the Global Fund. FIND India is a subsidiary of FIND, an international non-profit organization based in Geneva, Switzerland. The organization is dedicated to activities that result in: 1) new diagnostic tools; 2) expanded access to these tools; and 3) strengthened diagnostic testing capacity for poverty-related diseases in low- and middle-income countries.

Your mission/Overall objective

FIND India is implementing a Global Fund-supported project titled Joint Effort for Elimination of Tuberculosis (JEET), with an aim to partner with the private sector in various States of India to increase notifications, microbiological confirmation of TB patients, and facilitate early treatment initiation and adherence support systems for improved treatment completion rates with mechanisms to reduce the high costs to TB patients. JEET activities take a multi-pronged approach to engage with the private sector, following the National Strategic Plan mantra to "go where the patients go". The project therefore proposes to work closely with the patient at all the touchpoints. These include chemists, pharmacies, clinics, providers, hospitals, laboratories, and Revised National TB Control Programme (RNTCP). To assist with the delivery of this project FIND is seeking an experienced data analyst.

Location: Bangalore, Karnataka

Your responsibilities

Specifically, key responsibilities will include, but are not limited to, the following:

1. Get trained on protocols of various FIND India projects, related to data management.
2. Monitor and support maintenance of project MIS at the state level. Provide analytical support to the state and national project team
3. Collect, compile and analyse state level data as per the project mandate. Ensure accuracy and the completeness of data fields in all databases
4. Maintain appropriate databases and ensure accuracy and completeness in all recording and reporting related to HR, procurement, logistics and finances
5. Present analytical findings to internal and external partners in a professional manner. Prepare project related reports, presentations etc. for the State Program Management Unit (SPMU) and other stakeholders
6. Ensure timely transmission of results to the concerned service providers, partners, State officials and State Ops manager; ensure Nikshay entries are completed on time
7. Maintenance and up keep of all computers and their accessories including installation and regular update of antivirus, operating system software etc.
8. Any other job assigned by project lead as per project need

Experience and qualifications

- Bachelor's degree in science, computer science, information management or related field
- Minimum of 2 - 3 years relevant work experience in management consulting, pharmaceutical or other industries requiring a high level of quantitative /analytical skills
- Advanced problem solving, analytical, and quantitative skills, including significant experience working in Excel (modeling)
- Ability to handle multiple tasks simultaneously, set priorities, and work independently and flexibly with a strong commitment to excellence
- Entrepreneurial mindset and demonstrated ability to perform consistently at a high level in unstructured, high-pressure situations
- Exceptional written and verbal communication skills in English

Nature of the appointment:
The selected candidate shall be initially offered a consultancy contract until **December 2020**. The position will be prolonged subject to satisfactory performance, project extension and fund availability.

Compensation offered:
The gross remuneration budgeted for the position shall be commensurate with the qualifications, experience and salary history, of the selected candidate.

Please mail a motivation letter, a detailed resume and three references to HR-IN@finddx.org. Deadline to send your application: **23 June 2019**

(But don't wait until the deadline! We will start screening right away and if we find the right person, we will stop searching.)

Please note that only applicants meeting the profile requirements will be personally contacted. Applications sent by recruitment agencies will not be considered.