

Contract duration	: 18 Months Fixed Term Contract
Anticipated start date	: 1st August 2022
Closing date for applications	: 25th July 2022
Remuneration	: Market related
1X M&E OFFICER	: BCM

Beyond Zero (BZ) has been successfully implementing comprehensive services across the HIV and TB care continuum in the Eastern Cape (EC), Free State (FS), KwaZulu-Natal (KZN) and Limpopo Provinces in the past 18 years; targeting key and vulnerable populations including adolescents and youths, sex workers (SW), orphans and vulnerable children (OVC) and men who have sex with men (MSM) and people living with HIV amongst others. Beyond Zero is recruiting to fill the following positions to drive Health Services intervention on **Bumbingomso**, a development project of NDOH, co-financed by Federal Republic of Germany through KFW and the DG Murray Trust in Buffalo City District and Amathole District.

Purpose of the role

The M&E Officer will support the efficient and effective functioning of BI programme by providing a high-quality M&E data validation and support function to the M&E Lead.

Duties and responsibilities

- Coordinate data collection on monthly/quarterly basis to measure achievement against the performance indicators.
- Conduct data validation and verification periodically, checking reported data against data from source documents.
- Maintain and administer the M&E database; analyse and aggregate findings.
- Support project progress reporting, project mid-term review and final evaluation.
- Identify lessons learned and develop case studies to capture qualitative outputs of the project. Provide advice to the supervisor on improving project performance using M&E findings.
- Identify and compile list of potential research topics in accordance with project objectives for further explorations
- Management of BZ data management system and CRM
- Support evaluations and report writing with M&E manager

Skills Requirements/Competencies:

- Extensive computer literacy (MS Office suite).
- Excellent analytical, oral and written English communication skills.
- Willingness to travel between facilities.
- Self-guided, strong organizational and planning skills.
- Strong interpersonal communication skills.
- Quality driven and accuracy, excellent planning and report writing Skills.

Educational Qualifications & Experience Required:

- Grade 12 Educational Qualifications.
- Degree or equivalent qualification on M&E/ Information management/ Social sciences qualification.
- Minimum 3 – 5 years working experience in Information Management.
- Minimum 3 years working experience in TB/HIV field.
- DHIS and Tier.net knowledge.
- Driver's license

By applying for any of the above-mentioned positions, applicants consent to BZ to conduct qualification, ID, Criminal and Reference checks on them which form part of its recruitment process.

To Apply: Cover letters clearly stating the Position being applied for and preferred region/location as mentioned on the adverts, CVs, and copies of qualifications must be forwarded to [**recruitment@beyondzero.org.za**](mailto:recruitment@beyondzero.org.za)

NB. Applicants who have not heard from Beyond Zero one month after the publication of these adverts should consider their applications unsuccessful and any future correspondence from BZ thereof will be limited to shortlisted applicants only.

Beyond Zero reserves the right to re-advertise any of the above listed Positions should the need arise and reserves the right not to fill any of the listed Positions.

None South African Citizens and non-South African Permanent Residence holders must be in possession of valid documentation authorizing them to work in South Africa. Beyond Zero is an equal opportunity employer.

Candidates from key vulnerable populations are encouraged to apply.

By expressing the interest in the position, applicants are consenting in terms of POPI Act for their curriculum vitae be shared with the relevant people authorised to act on behalf of BZ in the recruitment process.





BeyondZero

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