

## Knowledge Management Officer - (2106353)

**Grade:** P2

**Contractual Arrangement:** Temporary appointment under Staff Rule 420.4

**Contract Duration (Years, Months, Days):** Up to 12 months initially, to be extended based on the availability of funds, need for the position and performance.

**Posting Date** May 8, 2022, 6:35:15 PM

**Closing Date** May 28, 2022, 5:59:00 AM

**Primary Location** Jordan-Amman

**Organization** EM\_YEM WHO Representative's Office, Yemen

**Schedule** Full-time

**IMPORTANT NOTICE:** Please note that the deadline for receipt of applications indicated above reflects your personal device's system settings.

### OBJECTIVES OF THE PROGRAMME

To ensure that effective WHO country presence is established to implement WHO country, cooperation strategies that are aligned with Member State's health and development agendas, and harmonized with the United Nations country teams. In the context of Emergency Health and Nutrition Project funded by World Bank, the Project Development Objective is to contribute to the provision of basic health, essential nutrition, water and sanitation services for the benefit of the population of the Republic of Yemen.

### DESCRIPTION OF DUTIES

Knowledge and Information Management: 1. Provide technical support and coordination in the development and implementation of the Information Management (IM) capacities in Yemen / WCO and identify new information and data requirements to support EHNP operations. 2. Implement Knowledge Management (KM) capacities in Amman and develop of KM partnership / hub with the World Bank (WB) and Unicef. 3. Act as the focal point for WHO in the joint KM hub. Data Analysis: 4. Ensure timeliness, completeness and accuracy of data pertaining to EHNP related / supported activities. 5. Review data collection tools and develop a reliable streamlined data mechanism. 6. Conduct streaming of EHNP data from all different resources for all activities (such as inputs, budget, utilization, and service availability, etc.). 7. Conduct needed data analysis and generate standard reports, presentation, visualizations and dashboards for the project outputs (including mapping and infograph). 8. Analysis utilization, service availability and trends according to data collected from TPM, M&E, HeRAMS, hospital reports, or any preidentified source of data. 9. Conduct data analysis on the accessibility, utilization and efficiency of health services and quality of care and link analysis to EHNP and PDO indicators. Participation in International Coordination 10. Work with any consultants recruited working on IM and geographical mapping and Yemen WCO IM technical officers to ensure maintaining geospatial databases and ensure data quality and integrity through the use of automated and manual techniques to enter, edit and process datasets. 11. Determine the type of Information Management (IM) and analysis needed by EHNP and disseminate this to WCO teams of IM, M&E, etc. 12. Closely work with GIS experts in WCO to create a GIS platform that includes layers related to health facility accessibility, service availability, catchment, infrastructure, communication network, poverty, WASH, outbreaks, security Incidents, and layers from different sources such as other UN agencies and NGOs in the countries. Remote Reporting Initiatives 13. Pushing forward the RapidPro initiative, piloting, lists of participants, efficiency and final recommendation to strengthen remote access to information. 14. Work on any DHIS2 initiatives / development process jointly with Unicef & WHO. Monitoring and Evaluation 15. Work on behalf of EHNP to ensure consistency of M&E and data collection tools. 16. Regular review of TPM results.

### REQUIRED QUALIFICATIONS

#### Education

**Essential:** First university degree in information or data management, computer sciences, statistics, applied math or public health.

**Desirable:** Training in databases development and/or management. Post graduate degree in public health, qualitative surveillance or statistics.

#### Experience

**Essential:** At least two years' relevant experience combined at the national and international levels in data and/or information management, including experience in emergency operations or humanitarian context.

**Desirable:** Prior emergency disaster and health outbreak response or humanitarian working experience at field level, with WHO/UN agencies, health cluster partners, recognized humanitarian organizations or with an international nongovernmental organization.

#### Skills

- Demonstrated knowledge of information management and monitoring systems as related to emergency response and relief operations. - Proven skills in the field of statistical data collection, assessment, analysis and monitoring in a public health context. - Advance ability to design, manage, analyse and coordinate complex information system projects, computer-based applications and databases, web-based tools

## WHO Competencies

WHO global Competencies model at [http://www.who.int/employment/WHO\\_competencies\\_EN.pdf?ua=1](http://www.who.int/employment/WHO_competencies_EN.pdf?ua=1)

Teamwork

Respecting and promoting individual and cultural differences

Communication

Producing results

Moving forward in a changing environment

## Use of Language Skills

**Essential:** Expert knowledge of English.

**Desirable:** Intermediate knowledge of UN Official language.

The above language requirements are interchangeable.

## REMUNERATION

WHO salaries for staff in the Professional category are calculated in US dollars. The remuneration for the above position comprises an annual base salary starting at USD 49,254 (subject to mandatory deductions for pension contributions and health insurance, as applicable), a variable post adjustment, which reflects the cost of living in a particular duty station, and currently amounts to USD 1884 per month for the duty station indicated above. Other benefits include 30 days of annual leave, allowances for dependent family members, home leave, and an education grant for dependent children.

## ADDITIONAL INFORMATION

- This vacancy notice may be used to fill other similar positions at the same grade level
- Only candidates under serious consideration will be contacted.
- A written test may be used as a form of screening.
- In the event that your candidature is retained for an interview, you will be required to provide, in advance, a scanned copy of the degree(s)/diploma(s)/certificate(s) required for this position. WHO only considers higher educational qualifications obtained from an institution accredited/recognized in the World Higher Education Database (WHED), a list updated by the International Association of Universities (IAU)/United Nations Educational, Scientific and Cultural Organization (UNESCO). The list can be accessed through the link: <http://www.whed.net/>. Some professional certificates may not appear in the WHED and will require individual review.
- Any appointment/extension of appointment is subject to WHO Staff Regulations, Staff Rules and Manual.
- Staff members in other duty stations are encouraged to apply.
- For information on WHO's operations please visit: <http://www.who.int>.
- WHO is committed to workforce diversity.
- WHO prides itself on a workforce that adheres to the highest ethical and professional standards and that is committed to put the [WHO Values Charter](#) into practice.
- WHO has zero tolerance towards sexual exploitation and abuse (SEA), sexual harassment and other types of abusive conduct (i.e., discrimination, abuse of authority and harassment). All members of the WHO workforce have a role to play in promoting a safe and respectful workplace and should report to WHO any actual or suspected cases of SEA, sexual harassment and other types of abusive conduct. To ensure that individuals with a substantiated history of SEA, sexual harassment or other types of abusive conduct are not hired by the Organization, WHO will conduct a background verification of final candidates.
- WHO has a smoke-free environment and does not recruit smokers or users of any form of tobacco.
- WHO has a mobility policy which can be found at the following link: <http://www.who.int/employment/en/>. Candidates appointed to an international post with WHO are subject to mobility and may be assigned to any activity or duty station of the Organization throughout the world.
- Applications from women and from nationals of non and underrepresented Member States are particularly encouraged.
- \*For WHO General Service staff who do not meet the minimum educational qualifications, please see e-Manual III.4.1, para 220.