

TEMPORARY EMPLOYMENT OPPORTUNITY

Position: Field Officer (54 positions)

Reporting to: Project PI and field coordinator (Population Council)

Expected Start date: TBD.

Location: Nairobi County

Deadline to apply: 12th April 2024

Assignment Length: 3 weeks to 4 weeks

POSITION SUMMARY

Population Council- Kenya is looking for Field officers based in Nairobi County to conduct field work activities across various health facilities. The position requires individuals who are detail oriented, possess good communication skills and can effectively work under minimum supervision.

KEY RESPONSIBILITIES OF THE FIELD OFFICER:

- Visit select health facilities within Nairobi County.
- Interact regularly with health care staff.
- Adhere to instructions and ability to interact with people from a variety of different backgrounds.
- Meet regularly for daily debriefs with the team leaders to communicate field experience.
- Handling and being responsible for fieldwork material and equipment.

REQUIREMENTS:

- Have completed at least secondary education.
- Age 20- 55 years (both male and female are encouraged to apply).
- Fluency in **Kiswahili and good knowledge in English**
- Well organized, detail-oriented, good listening skills.
- Willing and able to travel around Nairobi County by public transport.
- Ability to work independently under minimal supervision and a good team player.
- punctual and reliable.
- Capability to exercise honesty, trustworthiness.

If you meet the above requirements, please send your application with the subject line **Field Officer** to: jobs-nairobi@popcouncil.org. **All applications should clearly capture your current geographical location within Nairobi.**

Shortlisted candidates will be asked to attend an initial interview in Nairobi at a location to be communicated later. Given performance during the interview, applicants will be invited to participate in a 2-week training/interview process in which attendance, participation, preparedness, and ability to observe and recall will be assessed. Demonstrable ability to work in a team environment is critical.

Closing date: 12th April 2024. We encourage applicants to submit their applications prior to that date. If you do not receive any response within 1 week, please accept that your application was unsuccessful.

Population Council - Kenya provides equal opportunity; it does not discriminate against any person with regard to age, color, national origin, disability, political belief, religion, marital status, gender, gender identity, or sexual orientation. Decisions on employment are based on an individual's qualifications as related to the position for which they are being considered.

Population Council of Kenya **RESERVES THE RIGHT TO MAKE AN APPOINTMENT**