



**TOUCHING NATIONS**

NPO 038-396

**WE ARE**

**HIRING**

**DIGITAL HEALTH OFFICER**

**CLOSING DATE: 30/06/24**

**APPLY ONLINE**

<https://www.touchingnations.org/careers.html#employ>

## **The NGO desire to appoint a Digital Health Officer**

The post is filled by a Digital Health Officer with appropriate experience reporting to the Chief Operations Manager.

### **Role Summary**

- Assist and participate in testing of mobile software interfaces and relevant training offered by the Department of Health.
- Advise staff (Community Health Workers and clinicians) on the use of mobile / phone device in order to migrate away from a paper-based system.
- Monitor the correct usage of stationery for reporting and the capturing of monthly statistics and correlate activities with electronic records.
- Flag errors and make recommendations for improvements.
- Provide technical assistance on site and in the field to users of mobile devices and escalate queries appropriately.

## **Role Summary (continue)**

- Assist the Chief Operations Officer with relevant community-based implementation activities and reporting thereof.
- Improve individual level data capturing and PMI matching.
- Attend all related Digital Health meetings reporting from these meetings to staff.

# Requirements

- Grade 12 and an advanced level of computer literacy and report writing.
- Workable knowledge and understanding of the NPO Sector.
- 3 years' relevant experience in a related field.
- Good people and management skills.
- Valid code 8 driver's license and own reliable transport.

Interested parties, should submit their CV, relevant driver documents. Proof of income tax registration, proof of a valid bank account and 2 certified copies of the identity document not older than 3 (three) months online at <https://www.touchingnations.org/careers.html#employ>

The Organization reserves the right to undertake verification checks on information supplied.

Should you not hear from us within 1 weeks after closing date please consider your application as unsuccessful.

**START DATE: IMMEDIATELY**