

## LS02602

### GIS SPECIALIST

Level 8

#### REPORTS TO (HIERARCHICAL)

Logistics Coordinator/ Logistics Manager

#### REPORTS TO (FUNCTIONAL)

Logistics Coordinator/ Referent in HQ/ National Technical Referent

#### JOB FAMILY

Logistics and Supply

#### MAIN PURPOSE

Carrying out assessments and ensuring the implementation, maintenance and monitoring of the mission's geographical information systems and producing in real time, a spatial analysis of the situation in the field, according to **MSF** protocols and standards in order to ensure an optimal running of the project

#### ACCOUNTABILITIES

- Defining procedures and ensuring the implementation, monitoring, maintenance and correct functioning of the mission's geographical information system. Liaising directly with the staff to identify GIS needs and developing appropriate GIS products
- Managing the technical activities in support to and in close collaboration with the field responsible of the sector of activity he/she is primarily in support to i.e. epidemiologist, medical coordination, logistics coordination, and project or mission managerial team. This includes the following tasks:
  - Managing response and prioritization requests for map products and services and supporting all medico-operational activities such as logistics, supply, outreach, WHS, security, project and mission leadership, communication and reporting, health promotion, etc.
  - Managing the development, quality control and reproduction of products in appropriate formats for clients. Uses and advocates data and mapping standards
  - Identifying, gathering and incorporating external datasets into the MSF repository. Maintaining and expanding the archives and working with the data to create themes and layers for use in GIS and to create analytical products
- Carrying out assessment and feasibility studies in the project to provide line managers with alternatives and possible solutions to challenges concerning GIS
- Where standard protocols are not available or appropriate, developing a protocol seeking extensive feedback and pilot tests to ensure its functioning.
- Acting as a technical referent, providing technical advice and oversight of quality and strengthening knowledge of the team. Managing training and skills development support to staff with simple mapping, Google Earth, use of GPS
- Performing delegated tasks as defined in his/her job description and according to the line manager

#### EDUCATION

University Diploma in Geographical Information System

#### EXPERIENCE

- Essential experience in managing data collection, entry and maintenance and in managing or developing databases
- Strong practical experience in using Geographic Information Systems (GIS)
- Pedagogical skills is a strong asset
- At least 2 years' experience in specialist area
- Work experience with MSF, other NGOs and in developing countries desirable

**LANGUAGES**

Mission working language and local language essential

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**KNOWLEDGE**

Demonstrable technical skills and understanding

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**COMPETENCIES**

- Results and Quality Orientation **L2**
  - Teamwork and Cooperation **L2**
  - Behavioural Flexibility **L2**
  - Commitment to MSF Principles **L2**
  - Stress Management **L3**
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