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## LT07200

### HEAD OF GIS DATA COLLECTORS

Level 4

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#### Reports to (Hierarchical)

GIS MISSION REFERENT / LOGISTICS MANAGER

#### Reports to (Functional)

GIS MISSION REFERENT / GIS SPECIALIST

#### Job Family

Logistics

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#### Main Purpose

Supervising the daily field related GIS activities and providing maintenance to the MSF GIS equipment, according to MSF protocols and standards in support to operations.

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#### Accountabilities

- Monitoring GIS activities at field level according to MSF GIS Centre standards
  - Ensuring the check and follow-up of GIS material (GPS devices/smartphones) under the line manager's supervision through regular check and reporting any anomalies or problems.
  - Planning together with the line manager and sectorial responsible the GIS field activities such as o GPS data collection o Mobile phones data collection (MDC)
  - Coordinating and leading the data collection team under his/her responsibility which includes daily supervision, monitoring of the quality of work and the definition of each person's task, drawing up their working schedules; organizing and leading team meetings; participating in the recruitment of team personnel and attending departments meetings and accounting for his/her activities.
  - Providing proper training to data collection team members
  - Monitoring the quality of the data produced under his responsibility
  - Performing basic data management tasks such as data export and cleaning prior to GIS integration
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#### Education

Secondary education essential

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**Experience**

- Strong experience as a data collector
- Experience with MSF or other INGOs is desirable.

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