

15. Qualifications Required For Effective Performance

a. Education

MSC/Informatics Engineer/BAC + 5 years experience in Computers science or equivalent. Technical training and certification in programming and data management. Technical training can be substituted for university training as appropriate.

b. Prior Work Experience

Minimum of 4 years experience in computer information systems required.

c. Post Entry Training

On-the-job training to learn CDC and PEPFAR programs with regular refreshment on applications development tools.

d. Language Proficiency: List both English and host country language(s) proficiency requirements by level (*II, III*) and specialization (*sp/read*).

Fluent in French (level IV) and in English (level III) (higher English level an advantage).

e. Job Knowledge

SEE ATTACHED.

f. Skills and Abilities

Ability to use computer programs for the design and development of new applications

Ability to develop computer programs

Ability to interact effectively with multi-disciplinary technical staff.

Ability to plan and lead project development and implementation projects.

16. Position Element

a. Supervision Received

Laboratory Branch Chief.

b. Supervision Exercised

No direct supervision. Will oversee the work of two external contractors on applications development (Computer Programmers from I-Tech). Provides work guidance to 15 laboratory technicians.

c. Available Guidelines

Applicable CDC, International and national guidelines.

d. Exercise of Judgment

Must exercise sound judgment on development and design of applications.

e. Authority to Make Commitments

No.

f. Nature, Level, and Purpose of Contacts

CDC Lab, IT and SI staff, technical staff from partner organizations, public sector, private sector such as NOGs, and bilateral partners, laboratory equipments and software vendors.

g. Time Expected to Reach Full Performance Level

Six months.

Addendum 1

c - Consults with RETRO-CI teams leads, outside consultants and vendors, as appropriate, to refine the scope and definition of assigned HMIS projects to ensure successful completion in a timely manner.

d - Resolve system problems either personally or by coordinating with vendors.

e - Coordinate with hardware and software vendors to obtain and apply solutions or workaround to pervasive system problems.

f - Collaborates with other PEPFAR Cote d'Ivoire Branches as needed for design and development of questionnaire, survey and data collection instruments.

g - Designs, implements and maintains data information systems as a member of the development team

2- Write software design specifications and perform training activities 20%

a - Uses the CDC-developed tools EPI INFO, Windows, LITS and various third party tools for applications development such as Visual C++, Java, Oracle, SQL Server, SAS, FoxPro, Crystal Reports in the development of RETRO-CI system.

b - Writes/improves/develops complex programs with communication programs to connect laboratory equipments (Coulter Maxm, Cobas Amplicor, FacScalibur, Cobas Integra etc) to automate data access from laboratory analyzers.

c - Develops detailed system and program specifications. Develops system documentation and user procedures.

d - Writes computer programs. Prepares test data. Coordinates/performs system and program testing. Coordinates/performs system and program implementation and modification. Research systems and programs to determine causes of failure or poor operational performance; then define, test and implement detailed solutions.

e - Maintains RETROCI lab information system software as appropriate

f - Develops training materials and provides training on computer tools, for the RETRO-CI staff and for specific training as needed.

3 - Leadership: 20%

a - Indirectly Supervises OPENLIS development team (2 computer programmers)

b - Indirectly overseas RETROCI lab technicians.

c - Responsible for laboratory information system analysis, design, development, implementation and support to PEPFAR and national HIV program (PMTCT, VCT, Care and Treatment, High Risk Population, Laboratory Information and Management systems, Surveillance, and Warehouse Information system)

d - Responsible for Warehouse Information System (Intellitrack WMS), Lab Information and Management Systems (Inlog, Praline, Nelac) databases security administration, including setting and enforcing policy and procedure for data access.

e - Administer OPENLIS database application, monitor system performance and ensure that database are properly tuned and optimized for efficiency and user satisfaction.

f - Advises and directs the team; answers complex questions functioning as an expert resource ; maintains assignment completion schedules.

g - Researches and evaluates software tools and computer technologies to determine their potential application to the CDC activities.

h - Participates in the selection process of new employee for the development team ; assists with performance appraisals.

4-Provides technical assistance to national government (MOH), NGOs and other partners. 15%

a - Train lab technicians, lab managers and public health personnel, NGOs, and other partners in data collection and analysis tools such as EPI Info Windows and CDC tools that are appropriate.

b - Share technical solutions in data management, work consistently with appropriate resources to ensure that planned new technology are congruent with needs.

c - Translates and/or updates CDC softwares for local use and sharing with MOH, NGOs and other collaborators.

d - Assists MOH in upgrading local health information system.

e - Participates in workshops to research and evaluate software tools and computer technologies to determine their potential applications in public health information system.

5 - Provides technical assistance to national and regional laboratory pertaining laboratory information system. 15%

a - Provides technical assistance to analyse, defines and supports well-defined laboratory information management and workflow at the regional implementation sites (currently located in Yamoussoukro, Abengourou, San Pedro, Korhogo, Man and Daloa).

b - Supports OpenELIS implementations, including in-country equipment needs identification and procurement; hands-on installation of hardware, infrastructure, and software; and assisting of laboratory technical staff in the implementation process.

c - Throughout OpenELIS development and implementation, collaborates closely with laboratory staff to identify priority needs and critical issues related to the OpenELIS and communicates this information to the I-TECH Seattle staff for quick resolution.

d - Develops specific features or bug fixes within OpenElis as assigned by the I-TECH Seattle staff;

e - Supports the implementation of technical architectures to support OpenELIS implementations within the laboratories; including networking infrastructures, interoperability with other information systems, and such;

f - Provides assistance with training staff at each lab to effectively use OpenELIS and provides basic information technology support;

g - Ensures that users are oriented to and capable of using new system features and functions as needed.

15- QUALIFICATIONS REQUIRED FOR EFFECTIVE PERFORMANCE:

e - Job Knowledge:

Comprehensive knowledge of computer systems analysis and design. Comprehensive knowledge of structured and object oriented programming methods is required. In-depth knowledge of personal computers, peripheral and data analysis software required for the implementation of data information systems. Knowledge of Visual C++6.0, Java software and RS-232 serial communication programming is required. Knowledge about other software currently used in the development of informatics).

Experience with health informatics and/or information technology: computer programming (java, C#, or related object oriented language, javascript, HTML), SQL and Database (MySQL, Postgres, or other related), Networking, Technical architectures. Experience training adults on-the-job on complex technical content using layman's terms. Experience in the laboratory sector or other health sector