IntraHealth International, Inc. seeks to fill the following position for HRH Capacity Kenya Program through USAID Kenya funding. The goal of the proposed HRH Capacity Program is to provide a focused package of technical assistance and support to the Ministry of Health, public and private health agencies to strengthen health workforce planning, development and management to enhance the delivery of health services.

IT and Data Management Specialist - HRIS Program – REF/IDMS/092010

The successful candidate will support the development and roll-out of the HR IS suite that has been developed for the health sector. The position will report to HRIS advisor based at the ministry of health and will work closely with ministry HR management and HRIS development team.

Key Responsibilities
- Responsible for customizing, installing and uploading data into HR IS suite at several sites.
- Provide technical HR IS support and capacity building for MOH HR Managers both at national and sub national levels to enhance sustainability.
- Provide database administration tasks to ensure optimum performance of the systems.
- Support further development and implementation of MySQL databases and data analysis at the sites.
- Provide HR IS training to MoH staff within HR function and provide technical support to enable the health sector decentralize the use of the HR IS suite.
- Track and monitor usage of HR IS infrastructure and data sharing procedures and mechanisms.
- Develop system documents and maintain standard operating procedures.
- Provide and maintain HRIS system backup and system monitoring solutions.
- Gather feedback from users and provide additional development/enhancement in liaison with HRIS developers to ensure timely implementation.
- Liaise with MOH IT department and ensure system availability.

Qualification and Experience
- Bachelors of Science in computer science, information technology from a recognized university or equivalent qualifications
- At least 3 years relevant work experience in computerised system development and implementation.
- In-depth knowledge of Linux and open source technologies
- Strong experience in supporting MySQL in a Linux (Ubuntu) environment
- Proficiency in programming using PHP language and experience with Apache tuning
- Demonstrated knowledge and understanding of HR information systems.
- Experience working in data management environment
- Strong interpersonal and communication skills
- Ability to develop and implement training programs

If your background, experience and competencies match the above specifications please send your detailed CV indicating daytime telephone numbers, address and names of three referees to the address below not later than **21st September 2010**, quoting the position reference on both the envelope and application letter:

IntraHealth International Inc
Unga House, Muthithi Road, 7th Floor
P.O. Box 66726 – 00800 Nairobi
Email: jobskenya@intrahealth.org