

## Data Quality Analyst

### Requirements in a nutshell

Education: Bachelor's degree in Economics, Statistics, Engineering or a related field with a strong component of quantitative data analysis

Languages: English; Amharic

Must-have: Quantitative data analysis skills in Stata

Location: Addis Ababa, Ethiopia

### About Laterite

**Laterite is a network of East African firms specialized in research for social impact.** We provide full-service data collection and research services, including technical advice on the design and implementation of research projects and development interventions. We strive to carry out impactful research that helps decision-makers find solutions to complex development problems. Honed over more than ten years of experience in East Africa, our approach is structured, data intensive and embedded in the local context.

**Our goal is to transform research in the countries where we operate by becoming a driver of knowledge creation.** Laterite was founded in Rwanda in 2010 and has since expanded to Rwanda, Ethiopia, Kenya, Tanzania and Uganda. All of our East African offices are fully registered local businesses. We also have a support services office in the Netherlands, which opened in 2019. Our team consists of over 80 full-time researchers and data experts, based primarily in East Africa, and a roster of over 2,000 trained local enumerators across the countries where we work.

**Laterite works exclusively with organizations active in social impact efforts and development research in East Africa.** Our clients include, for example, the World Bank, USAID, TechnoServe, Promundo, the Mastercard Foundation, and several UN agencies. Our core sectors of expertise are education, public health, agriculture, youth and livelihoods, and urbanization and migration, with gender and social protection as cross-cutting themes.

**One of Laterite's key strategic goals is to create a collaborative and rewarding working environment for our staff,** where every team member feels engaged, represented, and heard. Laterite is committed to create opportunities for learning and career development within the team and across our offices.

**Laterite is committed to creating a diverse environment and is proud to be an equal opportunities employer.** All qualified applicants will receive consideration for employment without regard to race, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age or veteran status.

### **About you**

The Data Quality Analyst (DQA) position is based in Addis Ababa, Ethiopia. Data Quality Analysts at Laterite play a hands-on role in the implementation of projects by ensuring that relevant quality control measures are in place at all key stages of a project, from research instruments coding to data collection processes to incoming data monitoring. Other responsibilities include contributing to the improvement of the current quality control processes and tools.

### **What you will do:**

- Pro-actively support the process of developing Laterite's Quality Team, in close collaboration with the Data Quality Manager and other Quality Team members
- Develop systems, tools and processes to improve quality control and monitoring at all stages of the research process, including field preparation, data collection and data analysis. These tools and processes should be efficient, effective and to the maximum extent automated
- Support the day-to-day activities of the Quality Team, focusing in particular on: (i) the staged development of different tools, processes and systems; (ii) the ongoing work of ensuring quality control for specific components of projects; and (iii) managing teams to deliver this work, both in the office and in the field.
- Identify, collect and analyse data from research projects to improve internal processes and data quality
- Contribute to strategic thinking as we develop the Data Quality team, including by actively participating in Data Quality team meetings and by pro-actively proposing improvements to processes and tools
- Support the analysis and write-ups of research documents
- Assist in overseeing that timelines and benchmarks are being met for our clients
- Provide support on project proposals and pro-actively seek research opportunities
- Support the Data Quality Manager in recruiting and training the Data Quality Teams, as well as the enumerator/moderator teams
- Pro-actively improve knowledge of analytic tools, including Stata, R and Survey CTO
- Provide assistance to the Data Team or Research Team when needed;
- Support in any other duties and task deemed necessary by the management team;

### **What you will bring:**

- At least 1 year of work experience in a data heavy role.
- Bachelor's degree in Economics, Statistics, Engineering or related field.

- Familiarity with statistical analysis and related tools/software (in particular Stata and/or R).
- Excellent oral and written communications in English and Amharic (Any local language is a plus).
- Experience living and working in different cultural settings; time spent in sub-Saharan Africa or other developing countries strongly preferred.

### **What's in it for you?**

Laterite offers a competitive remuneration package, including medical insurance and 21 days of annual leave. We are also committed to supporting our staff's learning, providing an annual learning budget of up to \$1,000 per person and 10 days of time off for professional learning each year. We also provide remote work options in accordance with Laterite's remote work policy.

The **net salary** for this role is between *ETB 43,000 to ETB 59,000* per month. The exact salary grade will be determined based on the selected candidate's experience and performance in interviews. Salaries are pegged against the pay matrix, and grades are reviewed every 6 months. There is ample opportunity for growth both in terms of salary scales and roles. Promotions at Laterite are reviewed every 6 months during our performance evaluation.

### **What next?**

#### **1. Assessment**

The first step is to complete a 30-minute numeracy and literacy assessment for which no special preparation is needed.

**Link to the assessment:** <https://form.jotform.com/223513800611544>

#### **2. Submit application**

Successful candidates will then be invited to upload their CV and cover letter via our online application system.

### **Additional Information**

***This opportunity is open only to Ethiopian Nationals. If this does not apply to you, but you are still interested in the role: we encourage you to fill in an [Open Application](#) (we monitor them closely).***

### **Deadline**

Applications will be considered on a rolling basis.