

Job Title: Field Associate-Data Collection			
Business Unit:	Enable Health Society	Domain:	Community Drinking Water
Location:	Ahmedabad / Delhi	Band/Grade:	1C
Department:	Internal Impact Assessment	Last updated on:	25.04.18
		Degree of Travel required to:	Very High
Purpose of Job	To Collect data from Field & submit it to Impact Assessment Program Coordinator.		
Key stakeholders	External		Internal
	Donor / Funders		Internal Impact Assessment Team Community Awareness & local Marketing team.
Reporting structure	Role directly reports to:		Positions that report into this role
	<ul style="list-style-type: none"> Coordinator Internal Impact Assessment 		None
Essential Qualifications	<ul style="list-style-type: none"> Diploma holder/Graduate Hindi and English (Preferred if he knows Gujarati & Marathi) Working knowledge about internet and should be comfortable using Tablets Knowledge and usage of MS Office (weightage to MS word and Excel) 		
Essential Experience	<ul style="list-style-type: none"> Demonstrated ability in primary data collection at rural level 		
Competencies	<ul style="list-style-type: none"> Go Getter & result oriented with time management skills Rapport building & connecting with rural communities. Good soft & interpersonal skills backed with proficiency in MS Office application added advantage. 		
Decision Making Control	<ul style="list-style-type: none"> None 		
Values			
Knowledge	<ul style="list-style-type: none"> Expertise – we strive for a deeper understanding of our domain Innovation – we aspire to do things creatively 		
Action	<ul style="list-style-type: none"> Entrepreneurship – we are empowered to act decisively and create value Integrity – we are consistent in our thoughts, speech and action 		
Care	<ul style="list-style-type: none"> Trusteeship – we protect the interests of our customers, community, employees, partners and shareholders Humility – we aspire to be the best, yet strive to be humble 		
Impact	<ul style="list-style-type: none"> Performance - We strive to achieve market leadership in scale and profitability, wherever we compete. Resilience - We aspire to build businesses that anticipate, adapt and endure for generations. 		

Key Roles/Responsibilities:

The position will be responsible for data collection for Internal Impact Assessment team from various locations.

The data collection could be for baseline, mid line and end line surveys, barrier analysis or/and as assigned by assessment team.

Must be comfortable traveling to rural locations, on the go ,as per requirement .

Build rapport ,connect, maintain professional code of conduct while striking conversations with community members to extract required data.