

**DEADLINE :** 04 October 2024

**TYPE OF CONTRACT/DURATION:** Daily worker / 2 Months

**NO OF REQUIRED EMPLOYEES:** 1

**SALARY:** AS PREMIERE URGENCE INTERNATIONALE (PUI) SYRIA MISSION SALARY SCALE

**BASED:** DARAA

#### **ABOUT PUI IN SYRIA**

The current operational strategy for Premiere Urgence Internationale (PUI) in Syria is to alleviate the human suffering of the Syrian people in Syria by delivering sound, needs-based humanitarian assistance, while promoting a life-sustaining response. PUI's positioning on, shelter, education, livelihoods, and WaSH sectors remain a priority.

Based on ten years of experience conducting humanitarian operations in Syria, supporting Iraqi refugees and lately Syrians affected by the crisis, PUI has played an important role in responding to the needs of the population within nine governorates (Aleppo, Damascus, Rural Damascus, Homs, Hama, Tartous, Lattakia & Deraa ) and through the following interventions:

- Rehabilitation of collective and private shelters
- Rehabilitation of infrastructure
- Emergency and Early Recovery WASH interventions
- Education support for conflict-affected populations (remedial classes, school rehabilitation, free exam preparations, summer class activities, community based initiatives and psycho social support),
- Enhancement of the Population of Syria self-reliance through livelihoods (vocational training course, provision of a professional tool kit ((PTK))

#### **GENERAL OBJECTIVE**

The MEAL Daily Worker is responsible for support MEAL department in conducting MEAL Survey or any related activities

#### **RESPONSIBILITIES AND TASKS**

**Data Collection:** Collect quantitative and qualitative data using various means such as surveys, interviews, focused group discussions, and observations.

**Data Entry:** Enter data using KOBO

**Monitoring Progress:** Assisting in tracking the progress of project activities against the set indicators and milestones.

**Supporting Evaluations:** Assisting in the evaluation of project outcomes to determine effectiveness and areas for improvement.

**Feedback Mechanisms:** Providing sufficient information about accountability and inform the Affected people, BNFs, local community..... about accountability channels

**Reporting:** Providing regular updates and reports on the progress and findings to the MEAL team and other relevant stakeholders.

*The tasks and responsibilities defined in this Terms of Reference are not exhaustive and can evolve depending on the project needs.*

**REQUIERED SKILLS**

- **Language skills:**  
Basic understanding of English or the language in which the KoBoToolbox forms are designed.
- **Computer Skills:**
  1. Basic computer literacy, including proficiency in using smartphones or tablets for data collection.
  2. Familiarity with handling and resolving common technical issues related to mobile data collection apps.
- **Technical skills:**
  1. Basic understanding of MEAL concepts and how data collection fits into the broader MEAL framework.
  2. Awareness of the importance of data in monitoring and evaluating program outcomes.
  3. Good communication skills

**Duration**

Dear Appicante,

To apply for this Vacancy, please click on the below link:

[https://docs.google.com/forms/d/e/1FAIpQLSdAgtX6VuI\\_eZYuDR-Yw7NPVQJO4luY1M7lwph6ZkMxlv0BQ/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdAgtX6VuI_eZYuDR-Yw7NPVQJO4luY1M7lwph6ZkMxlv0BQ/viewform?usp=sf_link)

If the link above dose not work by clicking on it, please copy and paste it in the browser address bar.

APPLICATIONS WILL BE REVIEWED ON A ROLLING BASIS AND POSITION CAN BE CLOSED EARLIER THAN DEADLINE, FOR THIS REASON, INTERESTED CANDIDATES ARE ASKED TO SUBMIT THEIR APPLICATION AS SOON AS POSSIBLE.

***We strongly encourage qualified female candidates to submit applications for the position.***