



THE INCLEN TRUST INTERNATIONAL



PSG IMS&R, Coimbatore.

TOR for Data Manager

Position: Data Manager

Organization: The INCLen Trust International and PSG Institute of Medical Sciences, Coimbatore

Location: Coimbatore District of Tamilnadu.

INCLen and PSG Institute of Medical Sciences, Coimbatore are seeking applications from competent, energetic candidates for the position of “**Data Manager**” to manage the study data for a study related to Universal Immunization Program in Coimbatore District of Tamilnadu.

Job Description/Responsibilities:

These responsibilities includes but not limited to:

Data and database maintenance and management using the software developed for the study

Assign and implement the user management protocol

Implement the data quality check processes as per the protocol

Generate periodic reports and submit to the Investigating team

Provide technical support to the field data collection team

Undertake any other tasks assigned by the Project Officer and/or Investigators

Essential Qualification:

Diploma/Degree in Computer Sciences, MCA/BCA, Statistics

Certification in Access/ SQL server/ Database management would be preferred.

Desirable skills:

Experience in health or related database management shall be preferred. Capable of working both on initiative and as part of a team.

Good communication in English and Tamil (Verbal & Written)

Salary: 20,000 per month

Selection process: Only the suitable candidates will be contacted for the selection process.

Note: Only local candidates shall be preferred for the job.