

## Field Surveyor

### Job Details

Opening date: Jan 06, 2021

Closin date: Jan 11, 2021

Work type: Full time

Contract type: Short-term

### About AIMA:

The Afghanistan Islamic Medical Association (AIMA) is a non-government and non-profit registered organization established in 2008. AIMA provides medical services, health education and research opportunities for health professionals, medical students, communities, and people in need across different provinces of Afghanistan.

### Job Summary:

The Field Surveyor will be responsible for collecting, maintaining and reporting data according to the questionnaires, ensuring quality and accuracy of the data.

### Duties & Responsibilities:

- Collect data in accordance with procedures outlined in survey training.
- Administer questionnaires in a neutral manner without influencing responses verbally or by use of body language.
- Assist individuals in filling out/completing questionnaires.
- Review data obtained from survey for completeness and accuracy.
- Identify and report problems in obtaining valid data.
- Perform day-to-day administrative tasks such as maintaining information files and processing paperwork.
- Travel to locations across the province as part of the survey process.
- Maintain the security and confidentiality of all survey documents and information.
- Maintaining good relations with other authorities and emergency actors.
- Perform other relevant tasks as assigned by the Field Supervisor.

### Job Requirement:

- At least High School Diploma.
- Good report/minutes writing skills.
- Experience with community mobilization or assessment.
- Ability to travel to districts and villages.
- Knowledge of Dari, and Pashto Languages.

**Submission Guideline:**

Interested qualified candidates should send their CV to [faizanullah2013@gmail.com](mailto:faizanullah2013@gmail.com).

**Job Location:**

Farah, Helmand, Ghazni, Uruzgan, Balkh and Khost