

Project Officer - LMMS (Baidoa)

Location: [Africa] [Somalia]

Town/City: Baidoa

Category: Programme Effectiveness

Job Type: Fixed term, Full-time

Last Mile Mobile Solutions (LMMS) Officer

The Role:

The LMMS Officer will lead field-based ICT operations pertaining (LMMS) and Commodity Tracking System (CTS). This includes provision of technical support to commodity distribution field staff, tracking data and reporting. The incumbent will ensure that LMMS web application is in place for set up of new distribution projects, and assist in consolidating and generating LMMS/CTS reports. S/he will also be delivering systems maintenance, testing new software development for field deployment, soliciting client user requirements and assisting with new/upgraded system installations.

Key Responsibilities:

- Support LMMS System operation by ensuring correct functioning of LMMS in beneficiary registration, enrollment, household profile updates and commodity distribution activities.
- Oversees wireless connectivity issues between mobile devices and roaming servers in field operations, troubleshooting where necessary.
- Management of data/knowledge, documentation and reporting through preparation of commodity reports and ensure timely submission to the Project Manager and other stakeholders/consortium members.
- Ensure Safety of data collected in the field; maintain backups and encryption of laptop data when required.
- Help administer LMMS system users within the project.
- Offer support to Field Monitors and report back to the core system delivery team on state of field

deployments.

- Work closely with the national office and Global LMMS support through Coordination and collaboration.
- Lead capacity development of field staff to ensure adequate LMMS/CTS coverage is in place.
- Maintain a neat, organized and chronological filing system, ensuring that hard copies of the recommended reports are available and easy to access at any required time.
- Make frequent visits to the field locations to assist in CTS documentation and accountability.
- Work closely with World Vision and Consortium Monitoring, Evaluation & Learning (MEAL) Officers and tracking beneficiary profile, asset mapping, vulnerability mapping and LMMS based impact assessment.

Essential:

- Bachelors degree in Computer Science / IT/ Knowledge Management or related field
- Solid background in the Windows Operating System – XP in particular. Ability in invoking, stopping or restarting system services, installing and uninstalling software, creating user groups and setting up user privileges.
- Solid networking skills – able to set up, securing and administering wireless ad-hoc peer-to-peer networks. Ability to isolate and troubleshoot network connectivity difficulties accordingly and through running IP configuration tools, resetting wireless connections. Understands TCP/IP protocol.
- Knowledgeable of Relational Database Management Systems – exposure to MySQL highly desirable, including the use of database management tools (such as MySQL Query Browser and Administrator).
- Ability to troubleshoot IT problems – log, track and systematically troubleshoot IT problems.
- Ready to support end-users.

Working Environment:

The position will be based in **Baidoa** Somalia.

World Vision adheres to strict child and adult safeguarding principles. All selected candidates will therefore undergo rigorous reference and background checks which will include criminal background checks. They will be expected to adhere to these standards and principles. Academic certificates will be verified with the issuing institutions.