



Drug-Free and Preventive
Healthcare Organization
(DAPHO)

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Block 12 Yaha St. Gombe, opp Jerald filling station

Drug Free and Preventive Healthcare Organization (DAPHO) is a drug-user community-led organization providing non-discriminatory Health and Social services as a component of the human rights of people who use/inject drugs.

Position(s): Data Collector

Location: Akwa Ibom

Duration: 1 Year

DATA COLLECTOR	
Responsibility: <ol style="list-style-type: none">1. Data Collection: Gather data through various methods, such as surveys, interviews, focus groups, or observations and Input collected data into databases or spreadsheets accurately and promptly.2. Conducting Survey: Maintain organized records of collected data for easy retrieval and analysis and Review data for accuracy and completeness, identifying and resolving any discrepancies.3. Data entry by Conduct follow-up with respondents if data clarification is needed.4. Maintain detailed logs of data collection activities, methodologies, and participant consent.5. Proper Documentation of challenges or issues encountered during the data	Requirement: <ol style="list-style-type: none">1. Must have a minimum of HND and a NYSC certificate.2. Preferably a degree in Statistics, Computer Science, Social Sciences, or other related fields.3. Must be a KP or KP friendly person.4. Attentive to details and good communication skills.5. Technical proficiency with MS package, data entry software, spreadsheets (e.g., Excel), and survey tools (e.g., online survey platforms).6. Cultural sensitivity being awareness and respect for diverse cultures and communities, especially when working in different demographic settings.7. Previous experience in data collection in KP, research, or related roles can be beneficial.

<p>collection process.</p> <ol style="list-style-type: none"> 6. Work closely with project managers, researchers, and other team members to ensure alignment with project goals. 7. Participate in team meetings to discuss progress and share insights. 8. Adhere to ethical standards and guidelines in data collection, including participant confidentiality and informed consent. 9. Ensure that all data is collected and handled in accordance with relevant regulations. 10. Assist in compiling and summarizing collected data for reports or presentations. 11. Provide feedback on data collection processes to improve future efforts. 12. Engage with community members or stakeholders to foster trust and encourage participation in data collection activities. 13. Address any concerns or questions participants may have about the data collection process. 	<ol style="list-style-type: none"> 8. Must be willingness to adapt to changing project requirements, schedules, or methodologies.
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All applications (Cover letter and CV in a single document) must be sent via email to: info@dapho.org with position applied as the subject of the email and addressed to the project manager on or before **Tuesday, September 09, 2025.**