

Job Title: Field Supervisor

Location- Mysuru, Karnataka

Duration- 5 Months

Job Summary

We are seeking an experienced and skilled Field Supervisor to oversee and manage field data collection activities for a public health field study. The successful candidate will be responsible for supervising a team of field investigators, ensuring data quality and integrity, and maintaining compliance with study protocols and procedures.

Key Responsibilities

1. Team Supervision

- Supervise and manage a team of field investigators to ensure timely and accurate data collection.
- Provide training, guidance, and support to field investigators to ensure they are equipped to perform their duties effectively.

2. Data Quality Control

- Monitor and evaluate data quality to ensure accuracy, completeness, and consistency.
- Implement data quality control measures to identify and resolve data discrepancies.

3. Field Logistics

- Coordinate field activities, including scheduling appointments and arranging transportation.
- Manage field equipment, including electronic data capture devices and survey materials.

4. Study Protocol Compliance

- Ensure compliance with study protocols and procedures, including informed consent and data confidentiality.
- Monitor and report any deviations from study protocols to the Data Management Analyst.

5. Communication and Reporting

- Communicate regularly with the study manager and other stakeholders to provide updates on field activities and data collection progress.
- Prepare and submit regular reports on field activities, data quality, and study progress.

6. Any other work assigned by reporting officer.

Criteria:

Essential:

1. Education

Master's or Bachelor's degree in Life Science, Public Health, Health Management, Epidemiology, Social work or related field.

2. Experience

- At least 2 years of experience in field research, preferably in public health.
- Proven experience in supervising and managing field teams.

3. Skills

- Excellent leadership, communication, and interpersonal skills.
- Strong analytical and problem-solving skills.
- Ability to work independently and as part of a team.
- Proficiency in electronic data capture tools and software.

4. Language Proficiency- The ideal candidate should be proficient in reading, writing, and speaking English, Hindi, and Kannada.

Working Conditions:

1. Travel

- The position requires frequent travel to field sites.

2. Flexible Work Arrangements

- The position requires flexible work arrangements, including working outside regular office hours