



Data Integrity Coordinator | Remote | Full-time

I. What is Uptime?

[Uptime Global](#) is a non-profit social enterprise working to provide safe and resilient rural water services for 100 million people by 2030. We work with governments, service providers and funders to develop and deliver results-based contracts that sustainably fund rural water services. Today, Uptime Global enables services for circa five million people in 16 countries where users pay a share of costs. Our objective is to build on our experience to take this innovative approach to scale. We seek passionate and talented people to help us deliver on this ambitious goal.

II. What is the role?

Accurate and reliable performance data underpin the integrity of Uptime's results-based contracts. The Data Integrity Coordinator works with the Uptime Global team to maintain robust systems and processes for managing and scrutinising data. Good numeracy, attention to detail and ability to adapt are essential aspects of the role.

Specific responsibilities include:

- a. Overseeing all validation and verification activities, including in-country site visits and virtual data audits;
- b. Planning and managing initiatives to enhance Uptime Global's existing data systems;
- c. Establishing and growing relationships with external agencies to support data integrity at Uptime Global;
- d. Supporting development of new contracts, specifically in designing and approving data verification plans;
- e. Representing Uptime to external audiences including potential funding partners and subject matter experts; and
- f. Other duties as assigned.

III. Candidate Profile

The Data Integrity Coordinator is an enthusiastic self-starter who can maintain parallel work streams and communicate well across different stakeholder groups. We have outlined a general profile, but anyone who is capable, determined and aligned to the mission should apply.

- *Experience:* At least two years of work experience with direct implementation of rural water services or master's degree in relevant field of study. Professional experience in Europe, North America, and the geographies served by Uptime preferred.
- *Education:* Post-secondary degree or equivalent.
- *Skills:* Strong analytical and project management skills with focus on quality and continuous improvement. Software development and database design skills preferred.
- *Language:* Fluency in English. Additional proficiency in French or Spanish preferred.

IV. Diversity at Uptime

We are striving to build a diverse team and actively encourage applications from a wide range of backgrounds. Applications are particularly welcome and encouraged from women, black and minority ethnic candidates. We also strongly encourage applications from candidates with backgrounds in the geographies served by Uptime's work.

V. Further Details

- *Line manager:* Global Lead, Data Integrity
- *Duration:* 12 months with opportunity for extension
- *Location:* Flexible
- *Compensation:* Competitive
- *Hours:* Open to flexible working hours
- *Travel:* International travel three to four times per year for up to two consecutive weeks at a time

Any offer will be subject to standard pre-employment checks including proof of identity and contacting of nominated references.

Expressions of interest with a resume and cover letter should be sent to data@uptimeglobal.org by **February 2, 2024**.