

# Terms of Reference

## Young Professional Officer – Antimicrobial Resistance (Data Analyst)

### Positioning and reporting

Under the authority of the Deputy Director General (International Standards and Science) and the direct supervision of the Head of the Antimicrobial Resistance & Veterinary Products Department

### Job purpose

The Young Professional Officer contributes to the improvement of accuracy, quality and overall efficiency in the collection, analysis and reporting of antimicrobial use (AMU) in animals, to WOA's Global Database, [ANIMUSE](#). He/she further contributes to the provision of data analysis, trend monitoring and preparation of regular reports on the global situation. He/she also contributes to optimise data workflow and data validation protocols, for an improved efficiency of the overall process. Finally, he/she also supports capacity building of Members through the delivery of national focal point trainings and regional technical coordination meetings.

### Missions and activities

#### Participate in the management of AMU-related data in relation to ANIMUSE,

- Support the function of the department as data owner for all AMU-related data (including improving data analysis, data cleaning, defining and monitoring data mapping and data management rules);
- Support in the design and review of data integration guidelines between AMU national database and ANIMUSE;
- Liaise with countries, external experts and WOA regional and sub-regional representations to provide support in the development and implementation of data analysis, data cleaning and data integration guidelines;
- Contribute to initiatives to evolve data analysis in ANIMUSE;
- Support the Working Group on AMR as required;
- Participate in the development of communication user guidelines materials for ANIMUSE.

#### Contribute to the AMU data collection and development of AMU data national reports,

- Perform analysis of the collected data as required;
- Develop a training programme targeted to writing AMU national reports;
- Participate in the review and improvement of ANIMUSE Database and supporting technical documentation;
- Liaise with National Focal Points (NFPs) on collection issues and provide support in the provision of annual data;
- Contribute to the monitoring of collected data to identify inconsistencies and liaise with NFPs to address information gaps as required;
- Contribute to the preparation of WOA Annual Report on Antimicrobial Agents Intended for Use in Animals.

#### Contribute to optimise data workflow and data validation protocols,

- Liaise with other WOA Departments managing data;
- Explore overall workflows and procedures;
- Define and pilot optimised and automated workflows;
- Monitor overall process efficiency.

### Qualifications and Experience

#### Required qualifications

- Graduate degree in pharmacology
- At least 3 years or working experience in data management and analysis.

#### Technical skills

- Analytical thinking.
- Sound knowledge of statistical and data analysis and processes (cleaning diverse data sets, performing data analyses, support data interpretation, and visualising outputs);
- Ability to identify trends, to provide insight, and to offer expertise on how to achieve goals using data;
- Excellent knowledge of English, both spoken and written. Reporting writing experience.
- Good working knowledge in Microsoft Office, in particular PowerPoint, Word, Excel, SharePoint and other web-based software applications.

#### Additional skills (assets)

- Good knowledge of PowerBi (or equivalent) and R (desirable);
- Good knowledge of French or Spanish (desirable)

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### *Interpersonal skills*

- Excellent communication skills;
- Ability to establish and maintain good working relationships in a multinational and multicultural environment;
- Strong analytical and research skills, and the capacity to propose innovative ideas;
- Capacity to learn and a self-motivated worker;
- Excellent organisation skills and ability to meet specific deadlines.

### **Working conditions**

The post is a full-time position based at the WOAHA Headquarters in Paris. It requires long hours in a seated position at a computer. The position might entail missions abroad.

**Established on:** January 31<sup>st</sup>, 2024

**Modified on:**

**Last reviewed on:**

**Staff member\***

**Manager\***

**Human  
Resources\***

\*Name and signature