

Job Advertisement

Good Neighbors is an international humanitarian development NGO founded in Korea in 1991. It was granted General Consultative Status from the United Nations Economic and Social Council (UN ECOSOC). The aim is to make the world a place without hunger, where people live together in harmony. In Tanzania it was officially established in 2005, and our efforts work towards creating an environment where children's rights are protected and sustainable development of communities through empowerment, leadership and ownership.

Good Neighbors Tanzania is looking for individuals to join our highly motivated team in the following role;

Position: Data Enumerator (5 positions)

Reports to: Project Coordinator

Location: Idete Village, Kilolo District, Iringa Region, Tanzania

Contract Duration: 7 Days (August 2026)

Under the overall authority of the Country Director (CD) of Good Neighbors Tanzania (GNTZ) and guidance of project supervisors, the Data Enumerator will be responsible for collecting accurate and reliable data in assigned areas, ensuring that all responses are recorded properly and confidentially, conducting interviews and filling out questionnaires as per GNTZ guidelines.

Duties and Responsibilities

1. Baseline Data Collection

- Conduct household interviews using approved digital survey tools and structured questionnaires.
- Collect community-level information from key informants and community representatives as assigned.
- Follow the approved sampling methodology and daily fieldwork plan.
- Ensure that all assigned interviews are completed within the required timeframe.

2. Data Quality Assurance

- Verify completeness, consistency, and accuracy of collected data before submission.
- Review questionnaires daily and correct identified errors where necessary.
- Ensure adherence to Good Neighbors Tanzania data quality standards.
- Participate in daily data review and feedback sessions.

3. Ethical Conduct and Safeguarding

- Obtain informed consent from all respondents before conducting interviews.

- Maintain confidentiality of respondents and project information.
- Respect local culture, traditions, and community norms during fieldwork.
- Comply with Good Neighbors Tanzania's Safeguarding Policy, Child Protection Policy, and Code of Conduct.

4. Reporting and Coordination

- Submit completed questionnaires and collected data daily to the Project Coordinator and MEAL Team.
- Report field progress, observations, and challenges encountered during data collection.
- Attend daily briefing and debriefing meetings.

5. Community Engagement

- Build positive working relationships with community members and local leaders.
- Clearly explain the purpose of the survey to respondents.
- Represent Good Neighbors Tanzania professionally throughout the assignment.

6. Equipment and Resource Management

- Properly use and safeguard tablets, smartphones, chargers, and other survey equipment provided.
- Immediately report any loss, damage, or malfunction of project equipment.

7. Other Responsibilities

- Participate in Enumerator training and field piloting before data collection.
- Perform any other duties related to the baseline assessment assigned by the Project Coordinator or the MEAL Team

Qualification, Experiences and Competencies

- Diploma or bachelor's degree in Statistics, Sociology, Community Development, Public Health, Environmental Health, Education, Development Studies, Economics, Agriculture, Geography, or other related fields.
- Minimum of one year experience in conducting household surveys, research, baseline/endline assessments, census, or other field data collection assignments.
- Experience using digital data collection applications such as KoboToolbox, ODK Collect, or similar platforms.
- Experience working with NGOs, government institutions, or donor-funded programmes.
- Experience working in rural communities is desirable.
- Proficiency in smartphone or tablet-based data collection.
- Basic computer literacy (Microsoft Office).
- Good analytical and problem-solving skills.
- Ability to accurately follow survey protocols and field instructions.

- Fluency in Kiswahili and English language.

Other Competencies/Attributes:

- Honest, trustworthy, and professional.
- Excellent interpersonal skills.
- Ability to maintain confidentiality.
- Flexible and adaptable to rural working conditions.
- Strong organizational and time management skills.
- Physically fit and willing to travel extensively within the project area.
- Demonstrates respect for diversity and inclusion.
- Commitment to Good Neighbors Tanzania's mission, vision, and values

Application Instructions:

- All interested candidates who meet the above requirements, please [Click here](#) to apply for the position on or before 28th July 2026. Only shortlisted candidates will be contacted.
- When applying, please attach a detailed curriculum vitae containing complete names and addresses (postal, email, phone), together with names and contact details of three referees.
- All applications should be addressed to Country Director, Good Neighbors Tanzania, P.O. Box 33104, Dar es Salaam.
- Only shortlisted applicants will be contacted through their active mobile numbers and email addresses.
- Good Neighbors Tanzania will not be responsible for transport or/and accommodation during the interview; there will be no refund for the expenses incurred.
- Good Neighbors Tanzania has a zero tolerance to any harm or sexual exploitation and abuse against any beneficiaries (or program participants). Safeguarding and Protection from Sexual Exploitation and Abuse (PSEA) is everyone's shared responsibility, and all GN employees and partners are required to adhere to GN's Code of Conduct both during and outside working hours. Familiarization with and adherence to the GN Safeguarding Policy and Code of Conduct is an essential requirement of all employees and partners, in addition to related mandatory training. All applicants interested in working with GNTZ must ensure that they understand and act in accordance with this clause. Please [Click here](#) to access and review GN Safeguarding Policy.
- Applicants may scan below QR CODE to apply for this position

