



<http://www.zimche.ac.zw/job/statistician-data-analyst/>

## Statistician/Data Analyst

### Introduction

The Zimbabwe Council for Higher Education (ZIMCHE), a quality control regulatory authority, was established by an Act of Parliament, [Chapter 25:27], in 2006, to promote and co-ordinate education provided by higher and tertiary institutions, superintend over standards, act as a regulator in the determination and maintenance of examinations, academic qualifications and research.

### Purpose of the Job

Reporting to the Director ICT, the position exists to support, co-ordinate and improve efficiency in the ICT Department. The incumbent will be responsible for data analytics as per the requirements of the ZIMCHE Act and ZIMCHE ICT Policy.

### The responsibilities for this role include:

1. Designing, conducting, and analysing of surveys data.
2. Gathering and analysing data from universities on the Duralsiphala263 system (Higher Education Management Information System-HEMIS).
3. Working with the Duralsiphala263 team to define additional data that need gathering to satisfy questions in areas that include:
  1. Cohort studies,
  2. Full time equivalents (FTEs),
  3. Participation rates or gross enrolment ratios,
  4. Research outputs, and
  5. Success and throughput rates
4. Production of various kinds of statistics to enable proper business decision making by the universities, the ZIMCHE and the Ministry of Higher & Tertiary Education, Innovation, Science and Technology Development.
5. A good understanding of Data Analytics and how it can be used as a Business Intelligence tool is essential. Understanding of the analytics in manners that include:
  1. Descriptive,
  2. Predictive,
  3. Prescriptive, and
  4. Autonomous analytics

### The incumbent should have the following qualifications and experience:

1. A Bachelor's degree in Statistics, Data Analytics, or a related area.
2. At least two years' experience post qualification.
3. Hands on experience in the use of at least two statistics environments that include the following STATA, SAS 9.4, GOOGL ANALYTICS, SPSS.
4. Hands on experience in the use of R Studio or Python programming languages
5. Ability and experience in use of a laptop as a proper work tool.

### The following attributes will be regarded as an added advantage:

### Hiring organization

Zimbabwe Council for Higher Education

### Date posted

October 11, 2022

### Valid through

21.10.2022

1. Ability to work in a small but dedicated team.
2. Ability to work with units that have differing needs for statistics.
3. Ability to work independently and produce results.
4. Ability to conduct workshops for the ZIMCHE and universities' staff on key areas in statistics.
5. Willingness to attend short courses on ICT and Data Analytics as part of ones CPD program.
6. Ability to work with university senior staff such as Registrars, Directors of Quality Assurance, and Deans.

**Mode of Application:**

Interested candidates should submit the following: application letter, a detailed CV and certified copies of degree certificates, present salary, names and addresses of at least three referees including their email addresses to:

**The Director Human Resources, ZIMCHE, P.O. Box H100 Hatfield or 21 J.M. Nkomo Road, Hatfield, Harare not later than Friday 21<sup>st</sup> of October 2022.**

The application should be emailed to [humanresources@zimche.ac.zw](mailto:humanresources@zimche.ac.zw) in a **single PDF** file clearly indicating the position being applied for in the subject line.