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## TERMS OF REFERENCE

### Consultant for eJRF support and immunization data analysis – Bangkok

<b>CONTRACT MODALITY</b>	Individual Consultancy
<b>DUTY STATION</b>	Bangkok, Thailand (remote)
<b>DURATION OF CONTRACT</b>	8 months

#### Purpose of Assignment

The purpose of this consultancy is to provide global and country technical support to UNICEF Country Offices and the Centre of Excellence from Bangkok, Thailand, on immunization data systems, with a focus on strengthening the quality, completeness, and use of Electronic Joint Reporting Form (eJRF) data and WUENIC estimates.

The consultant will support data-driven decision-making to improve immunization programme performance, reduce the number of zero-dose children, and strengthen advocacy for children's rights in immunization.

The consultant will operate through a collaborative and iterative approach, working closely with time zone health specialists and country teams to review, validate, and interpret immunization data. This will include real-time technical support during key reporting periods (e.g., eJRF submission cycles), remote engagement with multiple countries, and continuous feedback loops to improve data quality and consistency.

The assignment will emphasize hands-on technical accompaniment, including joint data review sessions, direct support to data entry and validation processes, and co-development of analytical outputs. The consultant will ensure alignment between country-reported data and global estimates (WUENIC), while supporting the translation of data into actionable insights.

#### Scope of Work

The consultant will:

- Provide technical support to countries on eJRF data review, and submission processes.
- Conduct quality assurance and consistency checks of reported immunization data for assigned countries.
- Support analysis and interpretation of WUENIC estimates and trends.
- Develop analytical outputs including:
  - Country immunization profiles
  - Subnational data analysis
  - Zero-dose and under-immunized analyses
  - Dropout and coverage trend analysis
- Support UNICEF Country Offices and CoE in:
  - Identifying priority geographies and populations with high numbers of zero-dose children

- Translating data into actionable programme recommendations
- Contribute to development of advocacy materials and evidence-based briefs to strengthen immunization programmes and promote children’s rights.
- Support global, regional coordination and harmonization of immunization data reporting.
- Provide technical review of reports, presentations, and data products related to immunization.

<b>Work Assignments Overview</b>	<b>Deliverables/Outputs</b>	<b>Delivery deadline (in weeks/months) and input days to complete the deliverable</b>
eJRF Data Review and Quality Assurance	Technical review of 37 countries eJRF submissions Feedback reports to 37 countries Consolidated 2 regional data quality report	30.06.2026 30 working days
WUENIC Data Analysis and Immunization Profiles	1 Analysis of WUENIC estimates and trends 37 Country immunization profiles (coverage, dropout, zero-dose) Global/Regional synthesis report	30.08.2026 40 working days
Immunization data, Zero-Dose and Equity Analysis for Programme Action	Identification of zero-dose populations and priority areas at subnational and local areas 5 Analytical briefs with actionable recommendations Inputs to 5 national and global strategies	30.10.2026 50 working days
Advocacy and Final Reporting	5 Advocacy briefs and presentations for stakeholders Final consultancy report with key findings and recommendations 1 Documentation of lessons learned	31.12.2026 30 working days

#### **Payment Schedule:**

Payment will be made on submission and acceptance of deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.

### Important Notes

- Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- The selected candidate is solely responsible for ensuring that the health insurance (and visa if applicable) required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.
- UNICEF offers reasonable accommodation for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

### **QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT**

#### **Minimum requirements:**

- Education: Masters degree in Public Health, Epidemiology, Biostatistics, Health Information Systems or related field
- Work Experience:
  - Minimum 5 years of relevant professional experience
  - Proven expertise in:
    - eJRF processes (data entry, validation, and review)
    - WUENIC estimates and immunization data analysis
    - Experience working at both country and regional levels
    - Experience with UNICEF, WHO, or similar organizations
    - Experience in zero-dose analysis and equity-focused immunization programming
- Skills:
  - Excellent report writing and communication skills
  - Strong analytical and data interpretation skills
  - Knowledge of at least one or more statistical and data analyses packages (EPIINFO, EPIDATA, SAS, STATA, SPSS, R, Statistica, or Matlab)

- Language Requirements: Fluency in English (written and verbal) is required.