

OYOO ALLEN OUMA

Tel: +254 701138360

Email: allenoyoo@yahoo.com

PROFESSIONAL SUMMARY

Detail-oriented and results-driven research professional with extensive experience in both quantitative and qualitative data collection and analysis. Adept at designing effective survey instruments, interpreting research data, and providing actionable insights. Proficient in statistical analysis software such as SPSS, and experienced in managing field operations and ensuring data integrity. Seeking to leverage skills and experience in a dynamic environment to contribute to impactful research and development projects.

EDUCATION

Bachelor of Arts in Economics (with IT)

Maseno University, 2012 - 2016

KEY SKILLS AND COMPETENCIES

- **Research Design & Analysis:** Expertise in designing and implementing quantitative and qualitative research methodologies, with a focus on survey development, data collection, and statistical analysis.
- **Data Integrity & Management:** Skilled in ensuring data accuracy and reliability through meticulous oversight and adherence to best practices in data management.
- **Report Writing & Presentation:** Competent in creating comprehensive reports and presentations, effectively communicating research findings to stakeholders.
- **Project Management:** Strong project management skills, with experience in coordinating field teams, managing resources, and ensuring timely project delivery.
- **ICT Skills:** Proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and other relevant data analysis and project management tools.

PROFESSIONAL EXPERIENCE

Senior Field Officer

Innovations for Poverty Action (IPA), Kenya

August 2019 – Present

Projects: Sorghum Value Chain Project, Youth Employment Program (YEP) and Universal Basic Income

Key Responsibilities:

- Managing field operations including data collection, scheduling, and logistics.
- Supervising a team of 10 Field Officers, ensuring adherence to project timelines and data quality standards.
- Conducting training sessions for field staff on data collection protocols and the use of SurveyCTO.
- Maintaining data integrity through backcheck surveys, and detailed debriefings.
- Conducting sit-ins and spot checks to ensure adherence to data collection protocols.
- Assisting in financial reporting and budget management for field activities.
- Coordinating with the Field Manager to address logistical challenges and optimize resource allocation.
- Facilitating in-depth interviews, focus groups, and key informant interviews.

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Key Achievements:

- Successfully led a team that completed data collection for the Sorghum Value Chain Project ahead of schedule, with over 95% data accuracy.
- Developed a comprehensive training manual for new field officers, significantly reducing onboarding time.
- Implemented a data quality assurance process that reduced errors by 30%.
- Identified and resolved critical data collection challenges, contributing to the overall success of the project.

Field Officer

Kenya National Bureau of Statistics (KNBS)

March 2022 – March 2023

Project: Kenya Housing Master Sample Frame Project

Key Responsibilities:

- Dispatched and received questionnaires, ensuring accurate data collection and entry.
- Followed up on non-responses, maintaining a high response rate for the survey.
- Collected, collated, coded, and entered data into statistical applications.
- Conducted pre-tests and piloting of data collection instruments.
- Updated county-specific sampling frames and prepared census databases.
- Edited and updated records in the sampling frame database.

Key Achievements:

- Successfully managed the data collection process for a project covering multiple counties, achieving a 90% response rate.
- Played a key role in updating and maintaining the sampling frame database, ensuring accurate data for future projects.
- Developed a streamlined process for questionnaire distribution and retrieval, reducing turnaround time by 15%.

Research Enumerator

IDinsight, Kenya

June 2021 – Dec 2021

Key Responsibilities:

- Administered household surveys and uploaded data to the server.
- Ensured high data integrity through rigorous quality checks and follow-ups.
- Maintained regular communication with supervisors and field managers to report observations.
- Ensured all research authorizations and updated documents were in order before fieldwork.
- Provided feedback on data collection tools and processes during debriefing sessions.
- Assisted in resolving any issues encountered during data collection.

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Key Achievements:

- Successfully administered surveys to over 500 households, achieving a 98% completion rate.
- Identified and corrected data inconsistencies, improving overall data quality by 15%.
- Contributed to the development of new data collection protocols, enhancing efficiency and accuracy.

Field Interviewer

African Population and Health Research Centre (APHRC), Kenya

April 2019 – July 2019

Project: Baseline Evaluation on Health Facility

Key Responsibilities:

- Identified and consented participants for the study.
- Conducted face-to-face interviews and ensured data accuracy.
- Reviewed completed interviews for completeness and consistency.
- Ensured the safety and security of all survey tools and equipment.
- Assisted in data synchronization and validation processes.
- Maintained detailed records of all interviews and participant interactions.

Key Achievements:

- Successfully completed over 300 participant interviews, with a 95% response rate.
- Improved data consistency through rigorous post-interview reviews, reducing errors by 20%.
- Contributed to the development of a participant tracking system, enhancing follow-up efficiency.

Field Officer

Innovations for Poverty Action (IPA), Kenya

August 2018 – December 2018

Project: Aspiration Project

Key Responsibilities:

- Conducted surveys and interviews with participants, ensuring data accuracy and reliability.
- Provided logistical support for field operations, including scheduling and material preparation.
- Monitored data collection progress and reported any issues to the Field Manager.
- Conducted follow-up surveys and backchecks to ensure data integrity.
- Assisted in training new field staff on data collection protocols and survey tools.
- Managed and maintained data collection equipment and materials.

Key Achievements:

- Contributed to a project that successfully collected data from over 1,000 households with a 95% response rate.
- Improved data quality by implementing a new data validation process, reducing errors by 20%.
- Played a key role in developing a field operations manual that streamlined the data collection process.

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Research Assistant
Infotrak Research and Consulting Limited, Kenya
April 2017 – March 2018

Key Responsibilities:

- Administered customer surveys via phone, and electronic formats.
- Conducted data entry and analysis using SPSS and Excel.
- Assisted in the evaluation of survey data and preparation of reports.
- Performed transcription work and scheduled visits with respondents.

-Key Achievements:

- Successfully conducted surveys with over 1,000 respondents, achieving a 98% data completion rate.
- Played a key role in developing a new data analysis process, reducing turnaround time by 25%.
- Contributed to the preparation of comprehensive reports for clients, enhancing client satisfaction.

TRAININGS & CERTIFICATIONS

- NASCOP HIV Monitoring and Evaluation (University of Nairobi e-learning).
- HIV & AIDS Determinants, Prevention, and Management (Maseno University e-learning).
- NIH web-based training course "Protecting Human Research Participants."

REFEREES

Sally Atieno Odunga

Research Associate, African Population and Health Research Center
Tel: +254708280907
Email: odungasally@gmail.com

James Opot

Associate Research Manager, Innovation for Poverty Action, Kenya (IPAK)
Tel: +254741539992
Email: jopot@poverty-action.org

Luka Kangongo

County Statistical Office, Uasin Gishu County
Tel: +254720674484
Email: lkangogo@knbs.or.ke