



THE NAIROBI HOSPITAL

Career Opportunity

The Nairobi Hospital, a leading health care institution in Eastern Africa has an excellent career opportunity for an individual who possesses a passion for excellence, strong work ethic, results oriented and committed to continuous improvement. The successful candidate will be a team player with the ability to effectively add value to enabling good patient outcomes and shape best clinical and non-clinical practice in line with our Strategic Plan (2019-2024).

DEMAND ANALYST

REF: TNH/HRD/DA/03/2023

Reporting to the Procurement Manager, the successful candidate will maintain a consistent balance between demand and supply of the inventory through analysis and planning to determine the correct demand and effective lead-time management.

ROLES AND RESPONSIBILITIES

- Generate demand forecasts and plans for medicines and consumables.
- Maintain optimal inventory level by analyzing demand patterns and changes.
- Recommend process improvements to prevent stock outs and overstocking issues.
- Evaluate supplier lead times and establish opportunities for lead time reduction.
- Evaluate stock levels, available storage space, demand, lead time and other critical parameters to optimize deliveries of medicines and other consumables.
- Ensure adequate stock levels are maintained by planning and optimizing stocks.
- Establish and track metrics to assess quality, cost, and delivery performance.
- Review vendor managed inventory frameworks and ensure they are implemented continuously;
- Work in coordination with General Stores, Pharmacy Stores and Procurement to ensure optimal supply of medicines and other medical consumables; and
- Any other responsibilities that may be assigned to the job holder by the supervisor from time to time.
- Organizing and managing large and varied data sets, analysing healthcare data to optimize business operation.

EDUCATION AND EXPERIENCE

- Bachelor's degree Finance, Procurement, healthcare administration, or related field.
- 4+ years' experience in an analytic role handling Big data, out of these; 2 years **MUST** be in Healthcare.
- Proficiency with R/ SQL for data manipulation and knowledge in Modelling in Excel.
- Experience with data visualization tools particularly Power BI and Qlik sense.
- Experience in Inventory management like forecasting, and demand planning.
- Proficiency in creating dashboards with insights and use of SharePoint.
- Analytical mindset with good problem-solving skills
- Excellent written and verbal communication skills and knowledge Navision.
- Good interpersonal skills.

CORE COMPETENCIES

- Forecasting and Demand Planning using the ERP and shared platforms
- Good interpersonal and communication skills with experience in developing Executive Reports
- Knowledge in Microsoft Power Business Intelligence and inventory Management
- Big data Management Strong analytical and planning skills.
- Conversant with ERP application software
- Accountability and High level of integrity

If your background, experience and competence match the above specifications, please send your application (cover letter & CV/Resume) quoting the job reference number, testimonials and full contact details of 3 referees, to reach the undersigned not later than **5th April, 2023**.

Only shortlisted candidates will be contacted. If you do not hear from us within two weeks post application, please consider your application unsuccessful.

Please note that The Nairobi Hospital does not charge any fees from applicants at any stage, nor has it engaged a third party to facilitate this hire.

All communications to successful candidates will be done using official contacts as listed on our website.

Only online applications will be accepted.

*The Nairobi Hospital does **NOT** charge recruitment fees.*

Human Resources Manager

The Nairobi Hospital

P. O. Box 30026 - 00100

NAIROBI

Email: recruitment@nbihosp.org