



Excel & Power Query Consultant Position Description

Seed Global Health (Seed) envisions a world in which every country is strengthened by a robust health workforce to best meet the health needs of its population. Seed's mission is to educate a rising generation of health professionals to strengthen access to quality care with a goal of saving lives and improving health. Seed is unique in its approach by focusing on the education and training of doctors, nurses and midwives. By training health care professionals and health educators, Seed seeks to empower current and future generations of health providers so that good health is not the privilege of a few, but the right of all.

Seed focuses on strengthening the education, practice, and policy of the local professional health workforce in Africa. Seed's core strategy and primary entry point centers on placing skilled and qualified educators at partner institutions for a minimum of one academic year. Seed also supports educators and partner institutions through a diverse and complementary package of services aimed at advancing health professional education in the classroom and clinical setting. By investing in long-term partnerships for improved health professional education, we help to create a stronger, more sustainable health workforce that is both locally led and better able to meet local health needs.

For more information, please visit www.seedglobalhealth.org

Position Summary

The consultant will help the team to build a report template that can translate the budget data to a system readable format using Power Query. This service plans to be complete within 10-20 hours in 2 weeks.

Duties and Responsibilities

Responsibilities include the following:

- Build ERP system readable template and use Power Query to convert budget data to system readable format
- Input FY23 Budget into template and upload to ERP

Qualifications

- Advanced skills in Power Query
- Advanced excel skills
- Basic knowledge on Budgeting
- Experience in data migration

Working Conditions

- Able to work in EST
- Work remotely
- Will be required to sit/stand for up to eight hours or more per day

Compensation:

Competitive base salary commensurate with experience, as well as health/dental/eye insurance, 401(k), and vacation benefits

Seed does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin.