

Junior Project Analyst

About Mitsio Motu

Mitsio Motu is a company specialized in using data and new technologies to enable quality & universal access to basic services (energy, water, connectivity, hygiene, culture, public transport & logistics, health, education...).

We provide Governments, Companies, Investments Funds, Institutions and NGOs with relevant information and tools to help them make the right decision, qualify ground-reality, optimally plan investment and resources, raise funds, monitor their operations. We operate a unique, vertically integrated model, and operate on the field, at the last mile, while developing new technologies and interacting with decision makers.

Mitsio Motu operates from its offices in Lomé (Togo), Lagos (Nigeria) and Paris (France). After foundation in 2018, Mitsio Motu has carried out a variety of missions across West Africa (France, Senegal, Nigeria, Togo, Benin, Sierra Leone, Uganda, DRC, Tanzania...) on account of private, public clients operating in different sectors. Since 2021, Mitsio Motu has grown exponentially and participated in large contracts such as a nationwide infrastructure census (150+ different types of assets), the development of a geoportal and a massive infrastructure deployment plan (50 000+ assets deployed).

The company now aims at capitalizing its knowledge, automatizing its processes, developing new tech solutions, reinforcing its position in Nigeria, Togo and France and expanding in new markets.

What you will do

As an Operations Analyst, you will participate in the implementation of various projects, on the field and remotely.

The main projects you will focus on are data collection campaigns on the field and operational deployment that aim at supporting universal and quality access to essential services (water, power, roads, health, education..)

You will manage and support teams that pilot, test, small and larger scale deployments together, and produce deliverables together with the data team, develop and standardize new internal processes and test new technologies and tools.

You will supervise necessary administrative and security tasks during operations, and can possibly participate in international missions and/or the opening of a new office.

You will report to the Operations Direction and will have hands on:

- Planning projects and team deployments on the field
- Day-to-day monitoring, reporting and management of operations in several projects (street lights, water, education, etc.)
- Producing reports and minutes on projects, operations as well as their results
- Developing dashboard and monitoring performance indicators, analyzing operational data

- Testing, Implementing, optimizing and documenting of operational, in conjunction with the Data department and the Technical department
- Supervising on-field administrative & logistics tasks (bookkeeping, payments, hotels, transport..) and reporting to the Admin Direction
- Implementing security & health measures, Reporting incidents and managing related emergencies
- Depending on future opportunities, participating in projects internationally and/or opening an office in a new country

Who we're looking for

- You are interested in the issues and challenges of data and infrastructure development in rural, peri-urban and urban areas
- Sociable, you quickly integrate into a previously constituted team
- Endowed with good interpersonal skills, with all types of interlocutors (administration, private sector, citizens, etc.)
- Resilient, enduring and able to navigate anywhere, including in sometimes operationally challenging environments
- "Result Oriented", and able to find solutions in emergency situations
- Autonomous, inclined to propose and launch initiatives to optimize teamwork
- Disciplined, can receive directions and execute them
- Cautious about his own and team's rythme, in particular during deployment and morning routines
- Attentive to details, with a spirit of quantitative and qualitative analysis
- Wishing to participate in several projects with positive social impacts

(Alternative profiles are warmly welcome! as an ex. if you have 2 to 5 years of professional experiences in Consulting, Start-up & SMEs, Design office, Large companies, Research, Development Institution in Operation functions)

You have a successful team management experience in West/sub-Saharan Africa, especially in a "global south country", in the field of infrastructure or essential services

Mandatory:

- French (Fluent) - English (C1)
- Proficiency in managing team tools
- Mastery of google and Microsoft Suites
- Coding skills are a plus
- Graduate master programs (Business school, Sciences Po, Engineering) and Top tier university programs

Type of contract:

Full time internship/short term contract - 6 months - Competitive salary according to profile
For international employees, International transport, housing, complementary health insurance, field travel cost, will be covered

Where:

Based in Lomé, Togo.
Potential trips across Sub-Saharan Africa.



Recruitment process:

1) First contact HR phone call 2) Case study 3) Interview with the Management team

Send your resume and cover letter, as well as any relevant document or link (website, previous projects...) with the following email title 24-01-JUNIOR-PROJECT to : candidature@mitsiomotu.com and apply for an interview on our calendly : <https://doodle.com/meeting/participate/id/b6Y6BZLa>