SCIENCE FOR AFRICA FOUNDATION

www..scienceforafrica.foundation

Graduate Trainee
Data and AI

Job Profile

Application Deadline: Tuesday, 29 April 2025

ORGANISATION OVERVIEW

The **Science for Africa Foundation (SFA Foundation)** is a non-profit, public charity organisation that supports strengthens and promotes science innovation in Africa. The goal of the SFA Foundation is to address the continent's most pressing developmental needs by generating scientific knowledge that solves problems and informs decision-making.

We serve the African research ecosystem by funding excellent research and innovation ideas; enabling interdisciplinary collaboration among researchers, building and reinforcing environments that are conducive for scientists to thrive and produce quality research that generates new, locally relevant knowledge.

The SFA Foundation takes a holistic approach to the development of science. Our programmatic initiatives are crafted to cater to the entire science ecosystem and span across the value chain from early discovery sciences to translation sciences and target cross-cutting gaps.

Our commitment to strengthening the entire research ecosystem is reflected in the creation of major science and innovation programmes implemented through a well-established grant-making scheme, advocacy and promotion of scientific excellence, emphasis on intra-Africa collaboration and evidence-based policy-making mechanisms.

POSITION OVERVIEW

Position Title	Graduate Trainee – Data and AI
Department	Programmes
Reporting To	Data Officer

THE SFA FOUNDATION GRADUATE TRAINEE PROGRAMME

Are you passionate about science, and what enables delivery of the same, eager to learn and take on new challenges? Do you possess strong analytical and problem-solving skills, possess excellent communication and interpersonal skills coupled with ability to work well in a team-oriented environment? Then explore the graduate trainee openings within SFA Foundation.

We invite talented and driven individuals to join our Graduate Trainee Programme for a fixed term period of one year. Although the Program does not guarantee employment at SFA Foundation, it prepares trainees by giving them the necessary experience.

We are looking for motivated candidates who are eager to grow, innovate, and make an impact. Our Graduate Trainee Programme offers the perfect chance to launch your career. With hands-on training, mentorship, and real exposure, you will develop the expertise needed to excel in a dynamic, collaborative, and supportive environment.

JOB PURPOSE

This role offers a dynamic learning and development opportunity for a motivated and innovative individual, the opportunity to contribute directly to the Chief Scientific Officer's (CSO) work.

The SFA Foundation exists to respond to the development challenges and opportunities in Africa. Our belief is that science, technology, and innovation can provide knowledge to solve these challenges. The SFA Foundation CSO heads and oversees our science programmes' function, which is a key driver to delivering our core business. Together with other members of this Office, you will contribute to the data and AI-driven initiatives. Among other things, this work will aim to:

- Enhance knowledge sharing and collaboration.
- Support evidence-based decision making.
- Build institutional memory and capacity.

We are seeking a motivated Graduate Trainee to join our team and support the development and implementation of data and AI-driven initiatives. The trainee will assist in collecting, analysing, and visualizing data to generate actionable insights, contribute to the design of AI tools for knowledge organisation and retrieval, and help maintain a robust knowledge repository.

This role offers an excellent opportunity to gain hands-on experience in cutting-edge data and AI technologies while contributing to impactful programs that advance science and innovation across Africa. The ideal candidate will have a strong interest in data science, and AI, along with a passion for leveraging technology to drive positive change.

Principal Duties & Responsibilities

- Assist in gathering, cleaning, and organising data from various sources to ensure it is ready for analysis and use in AI models.
- Perform basic data analysis and create visualisations (e.g., charts, dashboards) to communicate insights effectively to stakeholders.
- Collaborate with the team to design, test, and refine AI-driven tools for knowledge organisation, retrieval, and recommendation systems.
- Help populate, update, and manage the digital knowledge repository, ensuring it is user-friendly and accessible.
- Conduct research on best practices in data and AI for knowledge management and document processes, findings, and lessons learned.

- Work closely with team members and programme stakeholders to understand their data and knowledge needs and provide technical support as required.
- Any other duties as may be assigned from time to time.

Person Specifications

Academic Qualifications

- In the final year of or have just completed your master's degree in computer science, Data Science, Applied Mathematics or a related field.

Experience

- No work experience is needed.

Knowledge, Skills and Attributes

- Experience of using techniques and frameworks for artificial intelligence, machine learning, data visualisation and data analytics.
- Familiarity with machine learning frameworks is desirable.
- Experience in conducting research and writing reports.
- Familiarity with programming languages (preferably Python and R).
- Must demonstrate ability to pay attention to details.
- Inter-personal skills and experience working within teams.
- Excellent communication skills to deal with various people at different levels of seniority.

HOW TO APPLY

Should you meet the above requirements, please submit a cover letter and a current Curriculum Vitae not exceeding 5 pages including three professional referees to **recruitment@ scienceforafrica.foundation** with the name of the vacancy as the e-mail subject.

The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit. The documents should be saved in MS Word or PDF in the following format: **Your First Name-Your Last Name-Document Name-Date (mmyy) e.g., Deus-Wan-CV-092022-SFA Foundation or Deus-Wan-CoverLetter-092022 -SFA Foundation.**

THE DEADLINE FOR APPLICATIONS IS TUESDAY, 29 APRIL 2025.

SFA Foundation has a commitment to safeguarding people and our environment and this forms part of our background checks.

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