RESEARCH ASSOCIATE

JOB TITLE: RESEARCH ASSOCIATE

Location: NEW DELHI (may require travel to other parts of India and abroad)

Position Open From: Now

Role Purpose: The research associate would be actively involved in the research, assessment and evaluation studies, and awareness initiatives in line with the mission of the Institute.

Key responsibilities:

• Conduct data search and literature review
• Conduct analysis of existing and proposed policies
• Write blogs and opinion pieces
• Conduct primary research by meeting/interviewing various stakeholders
• Undertake primary and secondary research on identified topics and produce high-quality research reports and/or publications
• Prepare monthly/regular communications and presentations to update the Advisory body/ Trustees/ other stakeholders
• Contribute to data collection and interpretation using stata or R
• Provide guidance and support to interns
• Develop research/ project related content for website
• Attend, coordinate, organize and lead relevant meetings for the research projects
• Undertake any other duties relevant to the programme of research and publication

Education and Qualification: Post Graduate in Law, Economics, Development Studies, Public Policy or Public Administration

Experience: The position requires a minimum of 2 years of relevant experience preferably in the Development sector. This may be waived in the case of exceptional candidates with a strong subject matter knowledge and quantitative skills.
The right candidate will possess:

- Strong quantitative analytical skills
- Strong academic background with an academic outlook
- Commitment towards social cause with interest in the area of public policy and governance
- Well versed with Microsoft Office and comfortable with the use of Information Technology
- Fluency in English and Hindi
- Exceptional English verbal, written, & presentation skills
- Highly organized, attention to detail, results oriented
- An aptitude for innovation and creativity

Salary: Commensurate with industry standard

Interested candidates may apply by sending their curriculum vitae at the earliest with a cover letter at indiai@indiai.org. Preference will be given to those who have planned a career in think tank/academic sector.