

## **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 stake holders
- 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](mailto:indiai@indiai.org). Preference will be given to those who have planned a career in think tank/ academic sector.