

## **Applications Invited for ICSSR Sponsored Short-Term Empirical Research Project**

Applications are invited for the following positions in an ICSSR-sponsored short-term empirical research project, as per the details provided below. Interested candidates are requested to apply via below mentioned **email by 20th October 2024**. The positions, along with the responsibilities & qualification, are as follows:

### **Important Dates:**

- **Last Date to Apply:** 20th October 2024
- **Interview date:** 25th October 2024

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## 1. Research Associate

### A. Responsibilities

- I. **Literature Review and Analysis** – Conduct comprehensive literature reviews on relevant topics aligned with the Vision Viksit Bharat objectives. Identify gaps in the existing research and propose new approaches.
- II. **Data Collection and Management** – Design and implement data collection methodologies (surveys, interviews, etc.), ensuring that the data collected is accurate and comprehensive. Manage large datasets and ensure secure and efficient storage of research data.
- III. **Strategic Plan & Methodology Design** – Assist in designing experimental or study frameworks that align with the goals of Vision Viksit Bharat, ensuring they meet ethical standards and research protocols.
- IV. **Data Analysis and Interpretation** – Analyse complex datasets using statistical tools and methods, ensuring the interpretation of results aligns with the study's objectives. Provide insights and recommendations based on findings.
- V. **Report Writing and Publications** – Draft detailed research reports, policy briefs, and articles for publication based on the findings. Ensure these outputs contribute to the overall objectives of Vision Viksit Bharat and are aligned with ICSSR standards.
- VI. **Team Coordination and Collaboration** – Coordinate with project leads, research assistants, and other stakeholders to ensure all components of the research are on track. Facilitate collaboration among team members to meet deadlines.
- VII. **Project Management** – Manage various aspects of the research project, including timeline monitoring, budgeting, and resource allocation. Ensure adherence to ICSSR's research guidelines and protocols.
- VIII. **Stakeholder Engagement** - Liaise with government bodies, academic institutions, and non-governmental organizations involved in Vision Viksit Bharat to ensure collaboration.

**B. Qualification** - Postgraduate in subject relevant to the research area of the Project or any Social Science discipline with minimum 55% with NET /M.Phil./ Ph. D)

### C. Experience

- I. Must have 2 years of research experience in designing Research & conducting data collection for large research projects using qualitative and quantitative tools. Excellent written and communication skills in English and Hindi.
- II. Proven skills in quantitative and qualitative data analysis using analysis software like Excel, SQL, R & Must be proficient in data visualisation methods and tools (Power BI/ Data Studio/ Tableau/etc.).
- III. Stakeholders' collaboration and community engagement. Willingness to travel extensively and ability to Report writing & presentation.

**D. Project Duration:** 10 months

## 2. Research Assistant

### A. Responsibilities

- I. **Assisting in Literature Review** – Support the research associate by gathering relevant studies, articles, and reports. Organize literature systematically to help in understanding the context and scope of Vision Viksit Bharat.
- II. **Coordination in Data Collection** – Assist in conducting surveys, interviews, and field visits as per the research study's guidelines. Ensure accurate recording of data during collection and maintain proper documentation.
- III. **Database Management** – Input and organize data into relevant databases or spreadsheets. Ensure that the data is structured, properly formatted, and easily accessible for further analysis.
- IV. **Supporting Data Analysis** – Assist the research associate in analysing datasets using basic statistical tools and methods. Provide preliminary interpretations of data to support further in-depth analysis.
- V. **Maintaining Accurate Records** – Maintain detailed records of experiments, surveys, and findings. Ensure that all documentation is up-to-date and aligns with the standards set by the research project.
- VI. **Report Preparation** – Contribute to the preparation of drafts and progress reports under the guidance of the research associate. Assist in compiling and formatting documents for submission.
- VII. **Research Protocol Compliance** – Ensure that all research activities adhere to ICSSR's research protocols and ethical guidelines, particularly during fieldwork and data collection.

**B. Qualification**-Ph.D./M. Phil / Postgraduate in subject relevant to the research area of the Project or any Social Science discipline with a minimum of 55% Marks.

**C. Duration:** 10 months

### **3. Field Investigator**

#### **A. Responsibilities**

- They will oversee enumerators, ensure accurate data collection, and address field issues, responsible for managing data collection in specific clusters from field team. Field visit, collaboration with stakeholder, Local representative and community engagement.
- Ensure the organization's Management Information Systems, ensuring data integrity, generating reports, analysing data for decision-making, and supporting IT infrastructure to optimize business processes and efficiency.
- Regular checks will be conducted to ensure the accuracy and consistency of data collected. This includes reviewing completed surveys, cross-verifying responses, and addressing any discrepancies, managing communications with stakeholders, and scheduling interviews or surveys for the project and other work as assign.

**B. Qualification-** Postgraduate in a social science discipline with a minimum of 55%.

**C. Duration:** 6 Months