

Recruitment – Research Associate

Consumer Unity and Trust Society (CUTS) is a leading public policy research and advocacy organisation working to enhance consumer welfare. Since its inception in 1983, CUTS has evolved from a grassroots consumer awareness organisation in Rajasthan to a globally recognised think tank with presence across multiple continents. CUTS works across three key verticals: Rules-based Trade, Effective Regulation, and Good Governance, with a strong focus on ensuring that public policies are aligned with consumer interests.

The **Centre for Consumer Action, Research & Training (CART)** focuses on issues related to consumer protection, good governance, and sustainable development. CART undertakes research, advocacy, capacity building, and field-level interventions to empower consumers, strengthen accountability systems, and promote inclusive and sustainable policy frameworks.

For more information, please visit: <https://cuts-international.org/>

JOB CODE: CUTS115RA

VACANCY: Research Associate

JOB LOCATION: Jaipur, Rajasthan

JOINING: IMMEDIATE

JOB PROFILE

We are looking for a self-motivated and committed individual to join the CART Centre as a Research Associate (RA). The selected candidate will work on projects related to consumer protection, governance reforms, and sustainable development, including areas such as access to public services, grievance redressal mechanisms, digital consumer rights, environmental sustainability, and citizen engagement.

ESSENTIAL QUALIFICATIONS

- Postgraduate degree in Development Studies / Public Policy / Social Work / Economics / Political Science or related disciplines

DESIRABLE EXPERIENCE AND SKILLS

- 1–2 years of experience in research, policy analysis, or development sector projects
- Exposure to issues such as consumer protection, governance, public service delivery, or sustainability
- Experience in designing and conducting field-based research, surveys, and impact assessments
- Familiarity with both qualitative and quantitative research methods

- Working knowledge of data analysis tools (e.g., Excel, SPSS, STATA, or similar)
- Experience in organising trainings, workshops, or community engagement programmes

KEY RESPONSIBILITIES

- Undertake research and policy analysis in areas related to consumer rights, governance, and sustainable development
- Conduct field studies, stakeholder consultations, and data collection exercises
- Analyse data and contribute to preparation of reports, policy briefs, and knowledge products
- Support design and delivery of capacity-building programmes, training workshops, and awareness campaigns
- Collaborate with internal teams (advocacy, communications, outreach) for dissemination of research findings
- Assist in organising dialogues, consultations, and conferences with policymakers and stakeholders
- Ensure timely delivery of project outputs while maintaining quality standards

PERSONAL ATTRIBUTES

- **Effective Communication:** Strong writing and verbal communication skills
- **Analytical Ability:** Ability to interpret complex policy and governance issues
- **Initiative & Accountability:** Self-driven with a strong sense of responsibility
- **Planning & Organisation:** Ability to manage multiple tasks and deadlines
- **Stakeholder Engagement:** Ability to work with diverse stakeholders including government, civil society, and communities
- **Adaptability:** Comfortable working in dynamic and interdisciplinary environments

QUALIFICATIONS AND EXPERIENCE

1. Postgraduate degree in relevant disciplines (Development Studies, Public Policy, Social Work, etc.)
2. 1–2 years of relevant professional experience (preferred)

COMPENSATION

CUTS offers a competitive compensation package in line with the non-profit sector, commensurate with qualifications and experience.

JOB LOCATION

- Jaipur, Rajasthan (Primary location)
- Travel within India may be required depending on project needs

TO APPLY

Interested candidates should send their CV along with a cover letter to careers@cuts.org, clearly mentioning the job code in the subject line.

Due to the large volume of applications, only shortlisted candidates will be contacted.

CUTS is an equal opportunity employer. Women candidates are encouraged to apply.