

**JOB CODE: CUTS47RA**

**VACANCY: Research Associate (Economist), Jaipur**

### **Job Profile**

We seek an experienced self-motivated candidate to be a part of a dynamic research team within CUTS for the position of Research Associate.

The work will include primary and secondary research for preparing research reports and papers, policy and advocacy briefs, participation in advocacy and dissemination initiatives. Knowledge of practical aspects of law and economics is desirable. Knowledge and experience of working in statistical analysis and econometrics is a plus.

Consumer Unity and Trust Society (CUTS) is an equal opportunity employer and considers all applicants on merit without regard to race, national origin, religious beliefs, gender, marital status or physical disability. Female candidates are encouraged to apply.

### **Responsibilities**

- Undertake research projects in defined areas of interest with end-to-end ownership for project planning, data collection, analysis and documentation.
- Deliver projects within agreed timelines, keeping in mind the quality and impact indicators set for the team.
- Collate and assist in analysis of data collected through pilot projects, and report on findings.
- Partner with the communication, advocacy and outreach teams to effectively disseminate research findings to media and other key stakeholders in the policy making ecosystem. Support dialogues, workshops, and conferences on the research outputs.
- Support the fund-raising team in submitting grant proposals and identifying new donors for our projects.
- Carry out field research and data analysis

### **PERSONAL ATTRIBUTES**

- **Communicate Effectively:** Speak, listen and write in a clear, thorough and timely manner using appropriate and effective communication tools and techniques;
- **Creativity/Innovation:** Develop new and unique ways to improve operations of the organization and to create new opportunities;
- **Analytical Skills:** Able to analyse large, complex data sets using a variety of software applications (SPSS, SAS, Excel, Microsoft Office Suite), including the use of relational databases;
- **Planning & Organising:** Able to multitask, prioritize, and manage time efficiently;
- **Relationship Management:** Anticipate, understand, and respond to the needs of internal/external clients/relevant stakeholders to meet or exceed their expectations within the organizational parameter;
- **Make Decisions:** Assess situations to determine the importance, urgency and risks, and make clear decisions which are timely and in the best interests of the organization;
- **Cultural Understanding:** International mind set, understands different perspectives and is able to work comfortably in multi-cultural environment;
- **Accountability:** Self-starter with a strong sense of initiative and focused on results; ability to manage multiple projects within ambiguous and undefined parameters.

## Qualifications and Experience

- Post Graduate in Economics;
- 1-3 years of professional experience of working with reputable organizations/ think tanks;
- Experience of law and policy making is highly desirable;
- Previous experience in public policy research and leading research teams will be an added advantage.

## Technical Competencies

Good working knowledge and proven experience of quantitative and qualitative research with strong analytical skills.

## Skills

- High degree of comfort in the use of economic principles in the analysis of field data, familiarity and experience on econometrics and statistical packages such as Stata, SPSS and data analysis
- Excellent writing skills for research papers as well as mass publications
- Excellent communication skills both verbal and written
- Passionate about research
- Great team player
- Ability to generate goodwill with working partners and
- Ability to manage parallel tasks and deliver on time to meet internal and external deadlines.

## Compensation

CUTS recognizes that the right candidate will have a significant impact on the success of the organization and is prepared to offer an attractive compensation package for the non-profit sector, commensurate with experience.

## Location

**The position will be based in CUTS headquarters in Jaipur.** Occasional travel around India with potential for international travel to partners and conferences is expected.

## To apply

Qualified candidates should send their resumes to [recruit@cuts.org](mailto:recruit@cuts.org), along with a cover letter highlighting your suitability for the position. Please mention job code in subject line of application. Any application received without the appropriate job code will not be considered. Given the large volumes of applications we receive, we are unable to respond to all applicants and our responses are limited to those who are shortlisted.

## Consumer Unity & Trust Society (CUTS) International

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