Advertisement for the Post of RESEARCH ASSISTANT (Temporary/Immediate basis)

JOB DESCRIPTION FOR THE POST OF RESEARCH ASSISTANT

KEY RESPONSIBILITY: S/he will assist in DESK RESEARCH for the project.

Tasks to be performed:
1. Compilation, coding, and data interpretation
2. Graphical representation and data analysis
3. Assistance in report writing
4. Assistance in day-to-day communication with client
5. Ensuring timely completion of the task assigned
6. Work with other team members and submit work progress reports on timely basis
7. Assist in managing any relevant internal or external communication related to the project as instructed

EDUCATIONAL QUALIFICATION
a. **Essential**: Masters' degree in any discipline in Social Sciences, preferably in Mass Communication/ Development Studies/ Marketing/ Consumer Behaviour/Psychology with minimum 55% marks

b. **Desirable**: M. Phil / Ph. D in the relevant area (as indicated above) from a UGC recognised University /National-level Institution OR a minimum work experience of 2 years in research in the relevant field

ESSENTIAL SKILL-SETS REQUIRED
  • Comprehensive knowledge of research methodology
  • Evidence of use of Qualitative and Quantitative Research Methods & Tools
  • High level of familiarity in use of statistical packages such as Excel, SPSS etc. with proficiency in statistical analysis
  • Excellent oral and written communication and presentation skills
  • Analytical and Interpersonal Communication Skills

PERIOD OF ENGAGEMENT (DURATION)
2 months

REMUNERATION
Total emoluments for the post would be a consolidated amount of Rs.25,000/- per month with no other perks or facilities. The consolidated remuneration paid per month will be subject to deduction of Income/Tax/Service Tax as per rules and regulations of the Government of India.

APPLICATION PROCEDURE
Candidates must send their CV along with a brief cover note. The CV should detail the candidate's Educational Qualification and Work Experience in the order of the most recent first (reverse chronology).

The applicant may also submit published papers/articles (if any) in peer- reviewed

Journals/Articles/Web Blogs links along with the application as specimen of their research/ analytical writing caliber.

Candidates may provide names of two references with whom they have worked.

Last date for sending applications is Tuesday, 18th of January, 2022. The recruitment will be based on the performance in the interview through Online Mode. **The application must be sent ONLINE ONLY through Email to decore.iimc@gmail.com**