

Job Title: Research Associate

Employer: DAI Research & Advisory Services

Location: Remote (however, fieldwork might require candidates to travel)

Assignment: Full-time

Salary: Commensurate with qualification and experience

About DAI:

DAI Research & Advisory Services is dedicated to advancing knowledge and driving informed policy decisions through rigorous research and expert consulting services. With a legacy of excellence, DAI has emerged as a trusted partner for academic institutions, government agencies, and organizations seeking evidence-based solutions.

To know more about DAI Research & Advisory Services and its work, visit:

<https://www.daiadvisory.org/>

About the Role:

We are seeking a skilled and detail-oriented Research Associate with strong quantitative training and project management skills to contribute to our education and economics-related projects in India. The ideal candidate will have a passion for social science research, an understanding of quantitative methods, familiarity with statistical tools (STATA and R), and the ability to manage multiple projects effectively. The portfolio of projects the Research Associate will support includes a study to understand how innovation can be taught in government schools in India; a study to help women engineering students develop technical and non-technical skills; and a project related to caste-based affirmative action in India.

The Research Associate will work closely with Ashutosh Bhuradia (4th year PhD candidate in Education Policy at Harvard University) and Saloni Gupta (Incoming Postdoc at Stanford University and Incoming Assistant Professor in Education at Brown University). The role of the Research Associate is to support and facilitate the researchers in implementing the above-mentioned studies.

The position offers an ideal opportunity to gain first-hand research management experience including field operations and interactions with economists, social science researchers, policymakers, and NGOs, while undertaking cutting-edge development research.

Key Responsibilities include but are not limited to:

- Assisting with data cleaning, preliminary data analysis, and preparation of documents and presentations for dissemination.
- Planning and managing data collection and ensuring data quality and productivity.
- Managing field teams: recruit, train, and supervise both field-based and data operations teams.
- Assisting in designing survey questionnaires and refining surveying instruments.
- Assisting in preparing funding proposals, budgets, and deliverables for various ongoing and future projects.
- Travel to project sites to monitor and coordinate field activities for primary data collection as needed.
- Actively engaging in implementation monitoring activities.

Background and Qualifications:

Education

- Bachelor's or Master's in Education, Engineering, Economics, or a related quantitative social science field is required (Master's preferred).
- **Proficiency** with qualitative and quantitative research, policy analysis, and statistical analysis packages (e.g. Stata, R) - preferred
- Knowledge of SurveyCTO/Qualtrics/digital data collection (preferred).

Work Experience

This position requires demonstrated management experience in a multi-faceted role, working with multiple stakeholders. Experience in managing teams and interacting with institutional partners is strongly desired.

Key Competencies

- **Management skills:** Proven ability to handle several different projects/tasks at one time, complete tasks assigned, and meet deadlines. A willingness to work hard, be self-motivated, and learn will be essential for doing well in this position. Ability to work independently in the field.
- **Quantitative skills:** Ability to conduct basic data cleaning and analysis using statistical software such as STATA or R. Willingness to learn quantitative data analysis is a must.
- **Communication:** *Attention to detail* and advanced writing and presentation skills for communicating with multiple partners. This requires the ability to produce clear, precise, non-technical writing as well as strong social skills.
- **Personality:** Positive personality, a go-getter, someone with a growth-mindset.
- **Understanding of Randomized Evaluations:** Demonstrating a good understanding of the value of RCTs and their usefulness for policy decisions is highly valuable.

- **Work Authorization:** Candidates must have work authorization to work in India. This covers citizens of India, Nepal, or Bhutan, Persons of Indian origin (PIO), and Overseas Citizens of India (OCI).
- **Language:** Full working proficiency in English, Hindi, and Telugu (preferred) will be required for this position.
- Strong ability to manage high-level partnerships.

How to apply?

Interested candidates should send their CVs in PDF format only to jobs@daiadvisory.in with ashutosh_bhuradia@g.harvard.edu and sg3735@tc.columbia.edu in CC.

The filename for the CV should be in the following format: lastname_cv.pdf (everything in lowercase). Please make the subject of the email “Research Associate”