

Job Title: Research Manager

Type: Full-time

Employer: DAI Research & Advisory Research

Location: Patna, Bihar

Salary: Commensurate with qualifications and experience and at par with industry standards

About DAI:

DAI Research & Advisory Services is a young and upcoming start-up setup to strive to carry out high quality impact evaluation and data collection services. It provides specialist research and evaluation services to Academic Institutions, Government Agencies and Impact Organisations in India, Nepal and Bangladesh.

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

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

About the Position:

DAI Research & Advisory Services invites application for a Research Manager (RM). The role of a RM is to identify new topics and develop and obtain funding for proposals supporting policy-relevant research projects that employ a range of social research methods. This position requires the capacity to work independently and autonomously on a number of research and policy projects simultaneously.

This position will also be planning and supervising research projects, monitoring project progress and supporting team members.

In addition, the RM will be expected to contribute and participate in broader research discussions within the DAI Research & Advisory Services

Specific Responsibilities:

- Explore research opportunities, develop research proposals, and design implementation plans
- Correspond with stakeholders, present research ideas and engage in discussion
- Overseeing multiple research projects
- Prepare clearly written academic publications, analytical reports, and other forms of dissemination of research
- Mentor and assist staff and early-stage researchers in the organization
- Any other related assignments

Educational Background:

- A Master's Degree in Economics, Environment Economics/Policy/Science, Finance, Development or related field is mandatory.
- Strong analytical skills and a solid understanding of evaluation methods and quantitative and qualitative research methodologies.

Work Experience:

- 5 years of management and/or research experience in international development or related fields.
- Demonstrated ability to maintain an organized and structured work style in a fast-paced environment.

Email Address: communications@daiadvisory.in

Address: A-45/1 Nandan Kanan, Santoshpur, Kolkata-700075, West Bengal, India

- Experience with grant writing and budget management.
- Previous experience in managing a team on research engagement.

Key Competencies and Attributes:

- In-depth knowledge and experience implementing social science research methods, including experimental research and data collection methods.
- Experience in in-depth systematic review and synthesis of research.
- Independent worker; takes initiative to lead and manage multiple tasks and propose solutions.
- Good research and writing skills are essential
- Ability to communicate and work with a team that draws from diverse disciplines
- Ability to participate in the DAI Research & Advisory Service's broader intellectual agenda
- Excellent oral and written communication skills in English & Hindi.
- Strong interpersonal skills, and willingness to interact with a wide range of individuals ranging from State and Central government officials, donors, research think tanks etc.

Application Instructions:

Please send in your application to jobs@daiadvisory.in with subject line "**Research Manager Application**". Applications should include:

- A cover letter explaining your suitability for the position
- A curriculum vitae

All applications will be reviewed on rolling basis and the position will remain open until filled.

Note: *Due to the large volume of applications we receive, we are unable to contact each candidate individually regarding the status of their application. Only shortlisted applicants will be contacted for interview purposes.*