

Position- Data and Research Assistant

Department: Services

Proposed Immediate Superior: Executive - M&E

1. Context	Evidence creation and utilization for prevention of CSA
2. Organogram	Manger-Research and Evaluation Research Associate
3. Key Objectives of the Job	Hold research operations (Data collection and management) And support in research designing
4. Major Deliverables	The major responsibilities are: <ul style="list-style-type: none">• Support researchers to pre-testing the study tools• Assist researchers for the background work in the development of sampling methodology and others similar requirements• Support researchers in training to surveyors for the data collection process• Independently handle qualitative and quantitative data collection process and ensure data quality during the process• Independently handle some of the standardized studies like Annual retention study or others.• Support researchers in managing the literatures and secondary datasets• Support other units in providing the literature/data/information search on required topics.• Comply with data integrity and confidentiality.• Any other responsibility assigned by supervisor
5. Specialized job competencies	Required Competencies – Good understanding on research, literature search, data collection and data quality issues
7. Educational Qualification	A post graduate in public health /Health Administration/Population studies/anthropology/social work/economics/psychology/similar subjects

8. Desired Experience	1-3 yrs in the relevant field
9. Other desired attributes	<ol style="list-style-type: none"> 1. Understanding of field management of survey 2. Practical hand on any statistical software and understand basic principles data handling and data entry skills 3. Familiarity with MS Office and program data 4. Understanding on the research design
10. Location	Mumbai
11. Salary range	INR 25,000-30,000 Per Month

About Organization

One of the very few organizations in India relentlessly working on the serious and highly prevalent issue of Child Sexual Abuse for 13 years and has been doing some much-needed work in this space. Our vision is a World Free of Child Sexual Abuse – towards this, we work with the mission to empower individuals, families, communities, and society with prevention and intervention skills to reduce the occurrence of CSA and heal its psychological, social, sexual, and physical consequences.