IDEAS – Research Assistant Job Description

Position: Research Assistant

Project: Reducing food spoilage for street vendors in Pakistan

Start Date: As soon as possible

Job type: Full-time

Time commitment: At least 12 months

Location: Lahore, Pakistan

Are you passionate about Pakistan, its economic development and the importance of research and evidence-based policy? Are you looking for an opportunity to work at a policy think-tank led by committed researchers? The Institute of Development and Economic Alternatives (IDEAS), a policy think-tank based in Lahore, is looking for smart and qualified individuals to join the IDEAS team. We are looking for a Research Assistant to work on the SANDEE Project.

Project Description

Spoilage losses contribute to food insecurity as well as threaten environmental sustainability by increased emissions from the food decomposition process (World Bank, 2020). The project will test the impact of two interventions on spoilage, profits and market behavior of street vendors using data from a randomized controlled trial in Pakistan.

We are working on a study of street vendors (vegetable sellers) in Lahore. Our goals are to understand the constraints these vendors face and execute a field experiment. Along with data collection and analysis, the work on the project will require some field activities including, but not limited to, some contact with the target population of our study (street vendors) and managing a team of field workers. The project is based in Lahore.

Job Description and Requirements

A Research Assistant will:

1. Take a lead on all field activities arranged for the project. These include:
   a. Recruiting, training and a managing a field team for the implementation of intervention.
   b. Recruiting, training, and managing a field team for survey data collection (this will include keeping a check on quality of data being collected).
   c. Conducting field visits to troubleshoot and to perform spot checks on intervention as well as data collection process.
2. Manage communication and coordination between the PIs and grant bodies i.e., arranging regular check-ins and meetings, disseminating call agendas and keeping a record of the meeting minutes.
3. Assist in designing, and developing data collection tools, such as survey questionnaires as well as occasionally conducting focus groups.
4. Perform data analysis using STATA.
5. Ability to use ARCGIS and KOBO will be very useful for the position.
6. Assist Communications in keeping information about the Fellow's work on the IDEAS website up-to-date.
Skills and Qualifications:

**Essential**

- Bachelor’s degree in Economics, Political Sciences or any other relevant area of study. Fresh graduates are encouraged to apply.
- Excellent oral and written English and Urdu communication skills.
- Ability to work independently and as part of a team, demonstrating initiative and reliability.
- Strong interpersonal skills, organizational skills, and attention to detail required.
- Willingness to do fieldwork, and travel as required.
- Working knowledge of STATA

**How to apply**

Interested candidates should fill this [online form](#) AND also send their CV, cover letter and transcripts to jobs@ideaspak.org with the subject line “IDEAS Recruitment – Reducing Food Spoilage”

*Any submissions outside the application guidelines will not be considered.*

*Application will be considered on a rolling basis*