

JOB PROFILE

Centre for Public Policy Research is a policy think tank based in Kochi. CPPR works in areas such as research promotion, knowledge dissemination and capacity building. CPPR has a varied and highly capable talent pool that is experienced in handling socio-economic research projects. CPPR has always believed in engaging the right individuals by providing a positive and friendly work environment. We welcome people who are self driven, display unique skill sets and have a penchant for public policy!

Job Title	Research Associate
Department	Programmes
Location	Kochi
Level	TBD
Salary	-
Contract	-
Reporting Line	Director Projects and Programmes
Scope of Position	Responsibility for timely and efficient delivery of research projects within the remit of delegated authority. The job-holder should be self-assured, proactive and self-motivated with an openness to new ideas and approaches to solving policy issues.

Key responsibilities:

- The Research Associate will support the programme/ project team by leading on research design and execution.
- Interpret and analyse policies, public issues and/or the operations of governments, businesses, and organizations.
- Consult with government officials, civic bodies, research agencies, the media, political parties, and other stakeholders on identified research topics.
- Review and analyse media coverage public opinion surveys and expert opinions from economists, government representatives and political consultants.
- Maintain knowledge of government policy decisions with respect to the relevant research subject.
- Monitor and Evaluate programs and policies related to the subject.
- To proactively identify key issues for in-depth research and analysis.
- Ensure that data collected through research tools are complete, accurate and comprehensive
- Develop and test theories, using information from interviews, newspapers, periodicals, case law, historical papers, polls, and/or statistical sources.
- Present research findings through written reports, formal paper presentations, and publications/ articles
- Make presentations about CPPR and research findings as and when required to various stakeholders, government and others
- Respond to enquiries from the public, media , stakeholders and other organizations
- Responsible for CPPR Branding in research aspects/ areas
- Support other team members on other internal or external communications and media requirements
- Responsible for any other work assigned by line manager

Qualifications and Experience:

- Post Graduates in International Relations, International Studies, Political Science, Strategic Studies.
- Minimum 2 years of experience in data interpretation and research methodology
- Fluency in English and Malayalam (added advantage)
- Computer proficient in Word, Excel, Outlook and the Internet
- Interested in interacting with people and good networking skills
- Good analytical and research skills
- Must be a proactive problem solver with demonstrated ability to work independently as well as a team environment.