

## **Research Assistant (RA)**

### **Number of vacant positions: 1**

The BRAC James P Grant School of Public Health (BRAC JPGSPH) at BRAC University was established in 2004 as an educational and research institution focusing on the integral areas of teaching, research, and services. The goal of the school is not only to impart knowledge but also to act as a centre of excellence in knowledge creation through research and training that connects with practice. This call for recruitment is on behalf of the Centre for Non-communicable Diseases and Nutrition (CNCDN).

To support the implementation of nutrition research projects, we are looking for a Research Assistant (RA) who will be responsible for collecting both quantitative data (market surveys) and qualitative data (Key Informant Interviews (KIIs), In-depth Interviews (IDIs), and Focus Group Discussions (FGDs) at the study sites of Bangladesh. RA will also conduct literature reviews, stakeholder mapping, and policy analyses to synthesize existing global and national evidence and identify relevant policy documents for the adaptation of the Nutrient Profile Model (NPM) and sodium benchmarks for packaged foods in Bangladesh. Details are stated below:

### **Job Responsibilities**

1. Assist in developing quantitative questionnaires and qualitative guidelines for KIIs, IDIs, and FGDs
2. Contribute to literature reviews related to the adaptation of the Nutrient Profile Model (NPM) and sodium benchmarks for packaged foods in Bangladesh
3. Support in carrying out policy analyses
4. Assist in stakeholder mapping activities
5. Conduct field-level quantitative and qualitative data collection, and maintain detailed field notes
6. Assist in the planning and coordination of stakeholder meetings and consultation workshops
7. Maintain data collection equipment such as recorders and tablet computers
8. Submit travel and other bills as per instructions
9. Attend periodic standardization/refresher training
10. Participate in regular team meetings and contribute to documentation and progress reporting
11. Carry out any other duties related to the research project as requested by the supervisor

### **Requirement**

- Bachelor's degree in Food Science, Nutrition, Food Technology, or a related discipline from a recognized university
- Experience in both quantitative and qualitative data collection
- Proficiency in using tablet computers and digital recorders for field data collection
- Strong communication and writing skills in both English and Bangla
- Willingness to stay and work anywhere in Bangladesh (rural/urban areas)
- Prior experience in conducting literature reviews and market surveys will be given preference

**Workstation:** Primarily based in Dhaka, with frequent travel required to all divisions of Bangladesh as per project needs.

**Salary:** BDT 30,000 per month. All actual costs incurred during field visits will be reimbursed.

**Contract duration:**

3 months (extendable/transferable to other projects, subject to availability of funds and performance).

**How to apply:**

Interested candidates are advised to submit their applications by sending their CVs to [cncdn@bracu.ac.bd](mailto:cncdn@bracu.ac.bd) by **August 4, 2025**.

Please mention **Application for Research Assistant, CNCDN** in the subject line of your email.

Only short-listed candidates will be invited for the interview.

All tests and interviews will be held in Dhaka or via Zoom online if required.

BRAC JPGSPH regrets to inform you that it is not liable to reply to all the submitted applications.