

## Vacancy Announcement

**Position: Research Assistant**

**Vacant Position: 1**

**Duration of Job: 6 months**

The BRAC James P Grant School of Public Health (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 center of excellence in knowledge creation through research and training that connects with practice.

BRAC James P. Grant School of Public Health (JPGSPH), BRAC University are conducting a study on “Improving Food and Nutrition security by Enhancing Women’s Empowerment” in collaboration with the University of Groningen, the Netherlands. The aim of this project is to enhance food and nutrition security via an increase in women’s empowerment.

To implement this study, BRAC JPGSPH will recruit a Research Assistant to supervise the activities of small data collection teams comprising research assistants. Details are stated below:

**Job Responsibilities:** The main responsibilities are as follows:

- Assist in the construction of tools, such as suggesting items, formatting language and other items, translating, composing, and printing them.
- Gather quantitative and qualitative data, such as preparing a sample frame, collecting quantitative/survey data if or when needed, assisting in data collection scheduling (in-depth interviews, focus groups, observations, participatory assessment), and filling out consent forms in accordance with ethical requirements.
- Assist in organizing dissemination events, workshops, webinars.
- Provide any extra research assistance if and when required.
- Programming on Survey CTO
- Training of the recruiters
- Monitoring and supervision of data collectors
- Quality control of data collection

**Qualification:**

- Four-year honors and one-year Masters with good academic records
- Experience in using MS Office and Excel and Survey CTO
- Good communication skills both in Bengali and English
- Willing to stay and work in rural areas.

**Location:** Faridpur, Bangladesh

**Salary:** BDT 30,000/- to 40,000/- per month. Commensurate with experience.

Interested candidates are advised to send an application with a complete CV to: **mmehedi.hasan@bracu.ac.bd** by May 02, 2024. Please mention **Research Assistant** in the subject line of your email.

Only shortlisted candidates shall be invited for the interview. All tests & interviews will be held in Dhaka. We are an equal-opportunity employer and encourage applications from qualified women and minority candidates.

The Organization reserves the right to make an appointment at a grade lower than advertised.

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