

## **Vacancy – Research Officer in School of Habitat Studies, TISS**

The project TURN (Tacit Urban Research Network) located in the School of Habitat Studies aims to create a repository of tacit knowledge towards informing theory. TURN is a multi-institutional research programme with several sub-projects.

Applications are invited for the post of a **Research Officer** - to conduct research in M East ward in coordination with team members from the Transforming M(East) ward project. Details of the project can be found on [www.urk.tiss.edu](http://www.urk.tiss.edu) This participatory research will document and research aspects of housing and basic services in slum neighbourhoods in M ward and contribute to the understanding of practices and tactics of informal settlements. The research involves working in a multidisciplinary team. **The Research Officer will report to Prof Amita Bhide in School of Habitat Studies, TISS.** The appointment is contractual for 12 months and extendable based on performance of the candidate. The position will offer an opportunity for deeply grounded fieldwork and a team research experience

### **Job Description**

- Jointly operationalise the methodology, undertake data collection and management of the research project in time-bound manner.
- Data Collection, Analysis and writing reports
- Coordination with internal and external partners in the project
- Contributing to other aspects of the project in M(East) ward

### **Qualifications and Skills**

- Master's degree in Social Sciences with interest in doing research
- Writing Skills
- Some experience in administration, including report writing and financial management, such as developing and managing budgets
- Excellent interpersonal and communication skills both written and verbal
- Self-starter with ability to work with minimal supervision
- Able to meet deadlines and prioritize tasks
- Computer Literate with knowledge of software for data analysis

### **Languages**

Fluency in written and spoken English, Hindi and Marathi.

**Compensation: 32,000/- to 35,000/- Commensurate with experience**

Interested Candidates send their Resume / CV, along with writing sample to [sabah.khan@tiss.edu](mailto:sabah.khan@tiss.edu) and [purva.dewoolkar@tiss.edu](mailto:purva.dewoolkar@tiss.edu) with the subject Application for the position of Research Officer – TURN **By 22<sup>th</sup> July 2018**

Kindly note that **only shortlisted candidates will receive a call /email by 30<sup>th</sup> of July 2018.**  
Interviews will be scheduled in the last week of July/ 1<sup>st</sup> / 2<sup>nd</sup> week of August 2018