



Indian Institute of Management Kashipur

Recruitment Notice for the posts of

Research Assistant and Field Investigators under a Forest Consultancy Research Project

Advt. No. AA-03/2025

15.05.2025

IIM Kashipur intends to engage **Research Assistant and Field Investigators** for **Uttarakhand Forest Development Corporation** consultancy research project on the following terms and conditions:

RESEARCH ASSISTANT – (Vacancy - 01)

Essential Qualifications:

- Postgraduate/ M.Phil./ PhD or equivalent from a recognized university/institute with specialization in a social science discipline with minimum 55% marks
- Knowledge of the wood and furniture industry will be an added advantage.
- Proficiency in working on MS-Office (especially Word, Excel)
- Excellent command of the English and Hindi languages, both orally and in writing.
- Experience in carrying out qualitative data collection, transcription, and analysis.
- Experience in analyzing data using software tools.

Job Responsibilities: The responsibilities of the Research Assistant will include the following:

- Writing the project report with the input of the project directors.
- Cleaning of data, its analysis, and presentation on a regular basis.
- Basic quantitative and qualitative data analysis
- Prepare research reports and other communications as needed.
- Assist in other work related to the project.
- Coordinate with the field investigators for data collection
- Overall coordination of the project

FIELD INVESTIGATOR – (Vacancy - 05)

Essential Qualification:

- Graduate or equivalent from a recognized university.
- Proficiency in working on MS-Office (especially Word, Excel)
- Command of English, Hindi, and local languages.
- Candidates from the above-mentioned states, having knowledge of the furniture and wood industry (knowledge of wood and furniture suppliers and dealers) will be preferred.

Desirable:

- Postgraduate or equivalent from a recognized university/institute with specialization in a social science discipline.

Job Responsibilities: The responsibilities of the field investigator will include the following:

- Collecting data from the above-mentioned states.
- Assist in other work related to the project.
- The data will be collected from Uttarakhand, Uttar Pradesh, Madhya Pradesh, and Maharashtra.

Age: The age of the candidate should be preferably below 45 years for Research Assistant and 30 years for field investigators.

Duration: Appointments will be made purely on contract basis for a period of 7 months for Research Assistant and 5 months for Field Investigators.

Remuneration: Rs.35,000/- per month for a Research Assistant and Rs. 30,000/- per month for a field investigator based on qualification and experience. Field Investigators will be provided applicable TA and DA as per project sanction for field visits.

Selection Process:

- Apply through the Link: <http://58.84.23.59/research-staff/fcrp/>
- The Last date of application is 25th May 2025.
- Candidates will be interviewed in person or online.
- Merely fulfilling the minimum qualifications and experience prescribed will not make a candidate eligible to be called for an interview. Only short-listed candidates will be called for an interview. The joining of the candidates will be immediately.

*sd/
Chief Administrative Officer*
