

## Job Announcement

Position Title: **Research Associate**

Project: **Social Norms Project**

Qualifications: **Master's degree in business administration, economics, public policy, education or a related discipline from an internationally recognized university**

Start Date: **As soon as possible**

Location: **19-A FCC, Syed Maratib Ali Road, Gulberg IV, Lahore**

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The Center for Economic Research in Pakistan seeks a qualified applicant for the position of Research Associate for the Social Norms Project. This is a full-time position based at the CERP office in Lahore and will involve travel to South Punjab and/or Sindh. The research associate will contribute to data collection, including data entry software development, the supervision of field work, data entry, data cleaning and data analysis. He/she will also have the opportunity to engage with leading economists from Oxford University and the Amsterdam Institute for Global Health and Development.

### About CERP

The [Center for Economic Research in Pakistan \(CERP\)](#) is a non-profit research center in Pakistan that promotes the use of rigorous quantitative research and actively engages with policy counterparts to answer key questions in public policy. CERP was founded in 2008 by renowned Pakistani economists based at the Harvard University's John F. Kennedy School, University of Chicago, Pomona College and Lahore University of Management Sciences.

This is a demanding but exciting role, given the scope and possibilities for professional growth. CERP's project teams are small, and the amount of work we accomplish is significant. The position is challenging but rewarding – only apply if you are the type of person who takes charge and responsibility, can do good work with little supervision, and are not afraid to learn new things in order to get the job done. **Strong data analytic skills are required** in order to clean and analyze the data collected for sampling purposes, through the pilot, and through the eventual roll-out phase. A willingness to travel and the ability to take on challenges are essential.

### Project Description

The main aim of this project is to understand 'what works' when designing interventions aimed at women's economic empowerment and reducing child marriage. To that end, the project will implement a Randomized Control Trial of economic interventions on the one hand and social norms interventions on the other hand, targeted at girls, boys, women and men in Sindh and South Punjab. The interventions are implemented by Oxfam Pakistan and its partners Bedari and Indus Resource Centre (IRC). Data will be collected through base- and endline surveys, and "lab-in-the-field" experiments. An additional research objective is the development of a quantitative tool to measure social norms.

## Job Description and Responsibilities

1. **Fieldwork design and management**
  - i. Working with the project team to support the design and piloting of survey instruments, lab-in-the-field experiments and fieldwork protocols, through field visits and data analysis.
  - ii. Working with the project team to train the survey and field teams to administer the surveys and lab-in-the-field experiments,
  - iii. Supervising the survey and field teams, in particular monitoring the data quality during field work. Visiting the field as required to achieve this.
  
2. **Data management**
  - i. Developing data entry software, either for computer-assisted interviewing or for data entry after paper-assisted interviewing, including installation on tablets/laptops as required
  - ii. Assisting with the sampling and tracking of respondents.
  - iii. Managing data under the project. This includes collection and secure storage of digital files, organization of files, safeguarding backups, and secure data sharing with PIs, and cleaning data for use in analysis.
  - iv. Monitoring data quality control procedures
  - v. Creating processes for cleaning any errors that may stem from data entry or bad source material
  - vi. Coordinating any data-related questions or concerns with the PIs, and collaborating/implementation partners.
  
3. **Assisting the Project Coordinator with activities including:**
  - i. Managing relationships with local collaborating/implementing partners
  - ii. Organizing and participating in weekly project calls with PIs
  - iii. Structuring and organizing project activities and documentation
  - iv. Planning project activities
  - v. Data analysis and report-writing for PIs and donors
  - vi. Drafting of any other documentation required by stakeholders of the project.
  
4. Other tasks as assigned by Project Coordinator or Principal Investigators

## Qualifications and Skills

### Required

- Master's degree in economics, public policy, or a related discipline from an internationally recognized university. Well-qualified Bachelor's candidates with significant related work experience (3-4 years) will also be considered.
- Relevant experience in research/program evaluation, including the design and execution of

surveys and interviews in the field

- Demonstrated strong STATA skills, and willingness and ability to learn more at a fast pace.
- Demonstrated knowledge of data management of large datasets as well as data collection, quality checks of data, data entry and presentation of data.
- Ability to take a well-defined problem and come up with a response based on an independent analysis of the situation and/or data.
- Ability to work closely in a team and take direction. Willingness to travel to rural locations in Punjab and Sindh for fieldwork
- Fluent in English and Urdu
- Willingness to take on added responsibility as the project progresses

### Preferred

- Knowledge of other statistical and programming software, particularly survey programming software.
- Experience with randomized controlled trials (RCTs)
- Experience with implementing “lab-in-field” experiments
- Proficiency in Punjabi or Sindhi

### Salary

The minimum salary for this position is PKR 80,000 per month (all-inclusive). However, the final salary figure will be commensurate with experience and qualifications.

### How to Apply

**Please follow the instructions below. Any applications or CVs submitted outside this process will not be considered. Only successful candidates will be contacted**

Interested candidates should:

1. Fill out the [online form found here](#), marking Social Norms as your first preference
2. Send an email to both [careers@cerp.org.pk](mailto:careers@cerp.org.pk) and with the subject “**Research Team-Social Norms**”. Please include your cover letter, CV, and academic transcripts.