

**Center for Economic Research in Pakistan (CERP)  
Job Announcement**

**POSITION: Project Manager/Senior Research Associate**

**PROJECT: Women's Mobility Program**

**START DATE: As soon as possible**

**MINIMUM COMMITMENT: 12 months**

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

**Project and Position Description**

CERP is seeking a Project Manager/Senior Research Associate for the Women's Mobility Program that is studying the socioeconomic impact of provision of high quality transport services and job search facilitation services in urban and peri-urban Lahore. It uses a randomized controlled trial (RCT) methodology, and shall test for the differential impact of women's only restrictions on female mobility, labor force participation, and other indicators. As part of this program, an employment assistance service called Job Talash has been set up, which aims to assist jobseekers in finding suitable job opportunities, and for employers to find suitable candidates for job openings.

The Principal Investigators of the project are Dr. Erica Field (Duke University) and Dr. Kate Vyborny (Duke University).

The successful candidate will join the team as soon as possible. This is a full-time position based at the CERP office in Lahore. 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 willing to learn new things in order to get the job done. The ability to take on challenges is essential.

**Job Description**

Your primary responsibility will be towards the said Program. However, you may be asked to assist on other tasks/projects at CERP in consultation with your reporting supervisor(s). Your tasks will include:

- a. Design and Implementation of Program Interventions***
  - i. Assist with design of a transport service for women in collaboration with implementing partner
  - ii. Assist with planning of all potential routes for use as sampling frame of RCT
  - iii. Help oversee enforcement with contracts and RCT conditions
  - iv. Monitoring of all implementing partners to ensure compliance with quality assurance protocols
  - v. Managing relationships with all relevant stakeholders on the program

***b. Management of Program Component Job Talash***

- i. Manage team of Research Assistants, Project Officers, and field staff working under Job Talash
- ii. Lead design and implementation of the Job Talash component, including its instruments and approaches for telephonic surveys with jobseekers
- iii. Match jobseekers to suitable jobs and manage flow of information to and from subscribers
- iv. Oversee data collection, storage and back-ups, cleaning and consolidation of information into datasets ready for analysis
- v. Oversee the management and monitoring of all activities outsourced to external partners
- vi. Liaise with stakeholders to ensure provision of employment assistance services to all subscribers
- vii. Coordinate with senior members working on other components of the program which include but are not limited to Job Asaan, Firm Survey, and Skills Testing

***c. Project Reporting***

- i. Carry out descriptive analysis of survey data
- ii. Prepare financial and technical reports
- iii. Conduct literature reviews on transport, gender and route planning
- iv. Compile examples of initiatives taken to facilitate women's mobility

***d. Other tasks as assigned by Program Manager, Project Manager or Principal Investigators***

**Job Requirements**

- Master degree or in Economics, Public Policy, or a related discipline from an internationally recognized university.
- Preferably 1-3 years of relevant experience in research/program design and/or evaluation, including the design and execution of surveys, focus groups, and interviews. Experience of leading teams will be plus.
- Demonstrated knowledge of data management of large datasets as well as data collection, quality checks of data, and presentation of data
- Demonstrated working knowledge of Stata and willingness and ability to learn more at a fast pace. Knowledge of other statistical and programming software is appreciated but not required.
- Ability and willingness to manage of fieldwork related to the project in both urban and peri-urban areas, including field visits
- Fluent in English and Urdu

The minimum salary for the Project Manager position is PKR 110,000 and the Senior Research Associate position is PKR 95,000 per month (all-inclusive). However, the final salary figure will be commensurate with experience and qualifications.

**How to apply:**

Interested candidates should:

1. Fill out the [online form found here](#), marking Women's Mobility as their first choice

2. Send an email to **BOTH** [careers@cerp.org.pk](mailto:careers@cerp.org.pk) and [womens.mobility@cerp.org.pk](mailto:womens.mobility@cerp.org.pk) with the subject title **“Research Team - Women’s Mobility”**.