

Madras Institute of Development Studies, Chennai is looking to hire a project manager to manage the Tamilnadu Household Panel survey (2017-18). This project is being implemented in collaboration with Survey Research Centre, University of Michigan and Department of Economics and Statistics, Govt. of Tamilnadu. The work description is given below.

### **Project Manager**

The Project Manager provides overall coordination and management of the survey effort. He/ She serves as a liaison between the principal investigators and the other members/teams of the project. The Project Manager will coordinate the day-to-day aspects of the preparation for and oversight of the data collection. The Project Manager leads the planning activities; he/she revises and updates the management plan, data collection protocols, respondent materials, design specifications, interviewing tools and job aids, and the training plan. The Project Manager assists in the development of the data collection instruments, including the conduct, review, and write-up of pretesting and piloting efforts and resulting revisions to instruments and protocols.

He/ She provides direct supervision, in coordination with the Dept of Economics and Statistics, to the field managers who oversee the interviewers and other field staff. He/she is responsible for working with the field managers to monitor quality and productivity of fieldwork operations. He/ She creates regular reports on field activity for the research team. He/she also develops the specifications for the programming of the various data collection instruments and the sample management system. The Project Manager coordinates the development and implementation of data collection, quality control, and cost monitoring plans. He/ She also leads activities during data collection, including monitoring of all ancillary data collection activities. The Project Manager writes the final data collection documentation report.

### **Qualification-**

The candidate should have a Master's degree in social sciences preferably Economics, and/or related disciplines. Minimum two years of experience in managing large quantitative surveys is required. Experience in managing CAPI based surveys (computer assisted personal interview) is desirable.

**Duration-** The duration will be initially for one year 2017-18, with the possibility of an extension.

**Remuneration-** Salary will be commensurate with experience and qualification.

Please send your C.V. with a covering letter to Dr. Kripa Ananthpur, Associate Professor & Project Co-coordinator, MIDS ( [kripa@mids.ac.in](mailto:kripa@mids.ac.in) / [kripur26@gmail.com](mailto:kripur26@gmail.com) ).