



Madras Institute of Development Studies (MIDS)

79, 2nd Main Road, Gandhinagar, Adyar,
Chennai, Tamil Nadu 600020

Phone: 044-24412589 24411574 24420204 24419771



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Advertisement for the Post of Research Manager

[Madras Institute of Development Studies \(MIDS\), Chennai](#), is looking to hire a Research Manager to work on the [Tamil Nadu Household Panel Survey \(TNHPS\)](#). The Government of Tamil Nadu funds this research, which it implements in collaboration with the Department of Economics and Statistics. The TNHPS is a longitudinal survey that began with the Pre-Baseline Survey 2018-19 and will continue in subsequent waves, surveying a set of sample households in Tamil Nadu at specific intervals to track changes in their socio-economic conditions. The team has completed the Baseline Survey 2022-23, is currently working on various thematic reports, and is preparing for the next wave of the survey.

The selected Research Manager will work with the TNHPS team and provide necessary research support to the Principal Investigators (PIs).

The Research Manager will have the following responsibilities:

- The Research Manager will provide overall coordination and management of the survey effort and the day-to-day activities of the research project. S/he serves as a liaison between the Principal Investigators and the other members/teams of the project engaged in different activities under the project.
- The Research Manager leads the planning activities, coordination, and communication.
- In consultation with PIs, s/he will lead the project team in designing survey questionnaires, running pilot and pre-test exercises, refining the study design, and surveying instruments for the subsequent waves of the survey. This includes the development of the data collection instruments, the review and write-up of pretesting and piloting efforts, and resulting revisions to the instruments and protocols.
- S/he will supervise the development of the specifications for the programming of the various data collection instruments and the sample management system. S/he will lead the training and other capacity-building exercises with the Department of Economics and Statistics.
- The Research Manager will coordinate the development and implementation of data collection, quality control, and cost monitoring plans. S/he will also lead activities during data collection, including monitoring of all ancillary data collection activities, and prepare the data collection documentation report.

- S/he will work on data archiving and generate regular updates regarding field-level survey progress to assist the field manager, in coordination with the Dept. of Economics and Statistics, district field managers who oversee the interviewers, and other field staff.
- S/he will lead the team with data cleaning, data analysis, and preparation of reports, presentations, publications, policy briefs, and other materials for dissemination, in consultation with the PIs.

Qualifications

- A Ph.D. or Master's degree in social sciences, particularly in economics and related fields, and at least two years of experience in overseeing extensive quantitative surveys.
- Experience in managing digital databases, CAPI-based surveys (computer-assisted personal interviews), and proficiency in data analysis
- Proficiency in STATA, R/Power BI/Tableau and other office applications
- Fluency and excellent communication in English and the ability to manage multiple tasks.

Duration

- The initial appointment will be for one year, with the possibility of an extension.
- Remuneration: Salary will be commensurate with experience and qualifications.

Interested candidates may send their C.V. with a covering letter to the TNHPS Project co-ordinator Dr. Jafar K [\[jafar@mids.ac.in\]](mailto:jafar@mids.ac.in) or researchmanager.tnhps@gmail.com on or before 1st December 2024.

Read more about TNHPS: <https://www.tnhps.in/>