



Regional Centre for Urban and Environmental Studies, Lucknow
(Estd. By Ministry of Housing and Urban Affairs, Government of India)
Adjacent Registrar Office, Lucknow University, Lucknow, Uttar Pradesh-226007



Advt No: URC/ 04/24/2023-24

Date: 01/04/2023

Advertisement for the Post of Research and Documentation Expert

Applications are invited for the post of Research and Documentation Expert in Research Cell (2 positions) on contractual basis.

Post	Minimum Qualification & Experience	Desirable Qualification & Experience	Remuneration (in Rs.)
Research and Documentation Expert (2 positions)	<ul style="list-style-type: none">• Master's Degree in Planning, Social Science, Social Work, Public Administration, Public health, communications, public policy or equivalent• Two to five years of relevant experience.• Experience with research design, implementation and data analysis.• Experience with report writing and project documentation.• Excellent writing and editing skills with strong data analytical skills.• Fluency in English and Hindi (reading, writing and speaking); experience with translation of technical documents.• Ability to think creatively and strategically to identify effective methods for analysis of information and research data and report writing• Good working knowledge of computers with MS Office, SPSS and GIS software.	<ul style="list-style-type: none">• Ph.D, and M.Phil will be preferred• Experience of research documentations• Strong writing and data analysis skills.• Experience of writing for multiple documents, especially in translating technical knowledge into common language.• Familiarity with use of data analysis tools and software.	Upto Rs.40,000/- PM (based on qualification and relevant experience)

1. Important Guidelines:
2. No TA/DA will be given for attending interview/selection process.

3. The appointment will be purely on temporary basis and the payment will be based on satisfactory performance of the candidate.
 4. The candidates must mail the duly filled application form along with their brief CV to **vacancy.rcueslko@gmail.com** latest by 15 April 2023.
 5. Short listed candidates will call for interview.
 6. Self-attested photocopies of all supporting documents must be attached with the Application Form.
 7. The selected candidate(s) shall have no right /claim for regularisation/regular/contractual appointment in the centre after the completion of the specified project.
 8. The decision of the Selection Committee will be final and binding.
- Note: Please mention “Application for Research and Documentation Expert in Research Cell, RCUES– 2023” in the subject line of your mail.