



RIS

Research and Information System
for Developing Countries

विकासशील देशों की अनुसंधान एवं सूचना प्रणाली

Detailed Advertisement

(Published in The Hindu and Indian Express on 12 June 2022)

OPENING FOR RESEARCH ASSISTANTS AT RIS

RIS, an autonomous policy research institute, specialized in issues related to international economic development, trade, investment, technology and finance, is looking for the services of young, dynamic and motivated Research Assistants on contractual basis for its policy research programme studies.

Requirements:

- M.A. in Economics, with at least 55% marks, from a recognized university, as a regular student

Age:

- Not more than 30 years.

Desirable:

- Two years research experience in data analysis and acquaintance in quantitative techniques
- Quality communication skills, innovative thinking and capability to apply contemporaneous knowledge to policy relevant research, and commitment to work efficiently.

Nature of engagement:

- Initially for one year, with a probation of three months, and subsequent renewal of tenure subject to performance review.

Remuneration:

- Rs. 61,818/- per month, all inclusive.

Interested candidates may send their application, along with CV, to RIS at Email: recruitment@ris.org.in, latest by two weeks from the date of advertisement.

Please note:

- Shortlisted candidates in terms of qualification and experience would be called for interview at RIS and those successful would be immediately appointed or empanelled for upcoming vacancies upon fulfillment of procedural requirements, including submission of a medical certificate of health.
- No payment would be made for appearing in the interview.
- An indication about the amount of total monthly remuneration received by the candidate in the last or ongoing assignment, along with an idea about the possible time required to take up the assignment at RIS, if offered, would be appreciated.
- Selected candidates would have to give the following undertaking before taking up the assignment:

UNDERTAKING BY NEW APPOINTEES AT RIS

I undertake to accept the offer of appointment at RIS subject to the following terms and conditions of engagement:

- i) I undertake not to leave RIS during the initial period of six months of my contractual tenure. Thereafter, I would serve a notice of at least one month to RIS in case I want to leave the institution during the remaining tenure. I also commit to complete the tasks assigned to me before seeking to be relieved of my duties.
- ii) In case of deficiency in service or commitment to the assigned tasks at any stage during the course of my contractual tenure, my services would be liable to termination by RIS.
- iii) I would not take up any other full or part time remunerative or other engagement or employment without written prior permission of RIS.
- iv) In case I have applied for job in any other institution and its outcome is awaited, I would share the details of the same with RIS before taking up the assignment.
- v) I would share with RIS the details of the remuneration being paid to me by the institution where I have been working or have worked in the recent past before taking up the assignment at RIS for completion of this procedural requirement.
- vi) Before taking up the assignment at RIS, I would furnish a medical certificate of fitness to RIS from a qualified physician of the level of MBBS.
- vii) During the course of my tenure, I would not apply for any job, training or full or part time engagement without the prior written permission of RIS.
- viii) I agree that my engagement with RIS would be co-terminus with the project study or work I have been engaged for. Further, my remuneration or designation for such an engagement at RIS would be in accord with the specific provisions built for this purpose under the project work regardless of the standard terms and conditions of engagement of my colleagues at RIS.
- ix) I would adhere to the code of conduct of RIS relating to official discipline and decorum, attendance, presence beyond working hours and during weekends or holidays in exigencies of work.
- x) I would avail of any admissible leave only with prior permission to RIS except in emergency situation during which I would immediately inform

the RIS about my possible absence. Similarly, I would seek prior permission from RIS in case I have to leave station for personal or official work.

- xi) I would also abide by the policy of zero tolerance for any sort of misbehavior or harassment on gender issues.
- xii) The scope of my work at RIS would be as decided by the Director General taking into account my overall experience, expertise, domain knowledge and aptitude and in accord with the research priorities of RIS programme of activities. In addition, I would also undertake any other area of work assigned to me as deemed appropriate by RIS, including issues relating to emerging issues.
- xiii) My overall performance at RIS would be subject to review during the initial period of three months and after successfully completing this period my service for the remaining period of the contractual tenure would be extended at RIS. In case my overall performance during this period is not found to be satisfactory by the competent authority at RIS, my services can be dispensed with by RIS without citing any specific reasons for the same.
- xiv) The key drivers of my continuation at RIS would be the quality of my contribution to the research programme, application of innovative thinking and efficient delivery of assigned tasks within pre-defined timeframes.
- xv) The renewal of my tenure at RIS, if required by the institute, would be subject to a comprehensive review of my overall performance by the Institute.
- xvi) RIS reserves the right to dispense with my services upon completion of my contractual tenure without any notice in this regard.
- xvii) The consolidated remuneration notified to me in my appointment letter or offer would remain unchanged during the course of my contractual tenure. However, in case my contract is renewed for tenure, the revised remuneration would be conveyed to me by RIS before the expiry of my contractual tenure.

Signature

Full Name _____

Designation _____

Place _____

Date: _____