



IOM International Organization for Migration
المنظمة الدولية للهجرة

Position Title: **Research & Reporting Assistant**
Organizational Unit: **Return and Recovery Unit**
Duty Station: **Erbil - Iraq**
Type of Contract: **Sub-Contracting (Stars & Orbit)**
Grade: **Equivalent to G5**
Duration of Appointment: **Three (3) months with possibility of extension**
Closing Date: **September 29, 2018**
Reference Code: **SVN2018/IRQ/149**

IOM is committed to a diverse and inclusive environment. Applications from qualified female candidates are especially encouraged as well as the Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Context:

Under the overall supervision of the Project Officer (DTM) and the direct supervision of the Research Officer, the successful candidate will support the implementation of the on-going and upcoming research activities of the DTM Research team, mainly in its the reporting component

Core Functions / Responsibilities:

1. Collaborate on the drafting of research reports on issues related to return, reintegration, displacement and migration;
2. Write briefing papers and reports using available internal Displacement Tracking Matrix (DTM);
3. Conduct desk research in English and Arabic to support upcoming research activities;
4. Assist in the development of qualitative and quantitative data collection tools;
5. Support the training of field teams on research-related techniques to improve data collection;
6. Support liaison with local partners;
7. Perform such other duties as may be assigned.

Required Qualifications and Experience

- University degree or higher in International Relations, Political Sciences, Journalism, Economics or a related field in Social Science from an accredited academic institution with 3 years of relevant professional experience; or
- Proven experience in report drafting;
- Experience working in universities, research centers, think tanks, international organizations or the humanitarian community;
- Knowledge of qualitative and quantitative data analysis;
- Previous research experience or knowledge of displacement dynamics return and reintegration of Internally Displaced Persons (IDPs) and returnees in Iraq and advantage.

Technical

- Strong analytical skills and knowledge of advance statistical analysis and software (SAS, Stata, SPSS), for the analysis of data collected through routine information systems and surveys;
- Knowledge of data cleaning and quality control procedures an asset;
- Knowledge of quantitative research methodologies;
- Understanding and knowledge of IOM-DTM system and requirements an asset;
- Excellent written communications skills;
- Knowledge of research methodologies (qualitative and quantitative).

Language:

- Thorough knowledge of English, Arabic And Kurdish

How to apply:

Interested candidates are invited to submit their applications via a link:

<http://www.iomiraq.net/vacancies/research-reporting-assistant>

In order for an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

Posting period:

From 13.09.2018 to 29.09.2018