

CAREER OPPORTUNITY

**REPOA** is an independent policy research institution established in 1994 to undertake research, capacity building, and policy engagement on various aspects of economic growth and human development. It is one of the leading research organization in Tanzania, and among the top Think Tanks in Sub-Saharan Africa. REPOA believes that evidence-informed policy dialogue and development is necessary for effective planning and designing of interventions for accelerating socioeconomic transformation for inclusive development.

REPOA is currently seeking applications from qualified individuals to fill the position of a **Researcher**.

**Job Summary**

The Researcher is expected to carry out strategic research projects and studies as part of a multidisciplinary team of researchers and in line with REPOA’s research programme and its mandate.

**Summary of duties and responsibilities**

1. Provide technical inputs and support to the team of researchers in various research programmes and projects;
2. Develop concept notes and research proposals for various research projects;
3. Develop appropriate research design/methodology for various research projects;
4. Prepare expressions of interest and research proposals in response to restricted or open invitations from third parties in areas relevant to REPOA’s mandate;
5. Participate in developing training programmes on research methodologies, policy analysis, and writing skills and mobilize resources for their implementation
6. Train research assistants, assistant researchers and manage fieldworks to ensure quality and effective data collection and processing for various research assignments;
7. Lead and participate in project teams for various research projects and studies as delegated by the heads of research departments;
8. Participate in selective and strategic policy forums and networking events, both within the country and outside the country (regional, and international);
9. Participate in various committees formed by the government of Tanzania and other development agencies at national, regional and global levels as shall be deemed strategic to the institution’s mandate;
10. Provide input to REPOA strategic planning, annual planning, and monitoring of results;
11. Ensure monitoring tools and relevant indicators at project levels are in place and implemented for purposes of assessing the operational effectiveness, outcomes and impact of the research works.
12. Undertake publications of policy briefs, working papers, journals and books in the relevant areas of specialization and associated research projects;

**Qualifications**

A master degree in social sciences or other relevant field with a minimum of three years of experience in an academic or research organization, and at least two publications in recognized and reputable forum.

A recent PhD will also be considered for this post. Recent graduates of a good Masters’ degree may also be considered but for a lower position of an Assistant Researcher.

**Duty Station**

A newly established office in Dodoma after few months of orientation at Dar es Salaam office.

**Remuneration**

Attractive remuneration package will be offered to the qualified applicant in line with REPOA’s scheme of service.

**Duration**

The position will be on contract of two years, with the possibility of renewal. However, the candidate will be on probation for a period of six months, after which he/she will be confirmed if the performance is considered at the desired level.

**Mode of Application**

Interested and qualified applicants are invited to apply and should send their typed application letter clearly marked “**Application for a position of Researcher”** and detailed CV including three referees to the addressee below by **6th February 2019**.

Only selected applicants who meet the above requirements will be considered for an interview. Those who do not hear from REPOA two weeks after the expiry date should consider themselves unsuccessful.

**REPOA is an equal opportunity employer. Women are encouraged to apply.**

**The Executive Director, REPOA**

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