**STATISTICAL, ECONOMIC AND SOCIAL RESEARCH
AND TRAINING CENTRE FOR ISLAMIC COUNTRIES**

JOB DESCRIPTION

Job Title **:** Researcher

Location **:** SESRIC Headquarters, Ankara, Türkiye

Position Type : Full-time

POSITION OVERVIEW

The Researcher will contribute to the planning, designing and conducting research, enhancing policy and partnership dialogue, and preparing technical and analytical regular and ad-hoc reports and studies with evidence-based policy proposals.

The Researcher will work on a number of socio-economic developmental issues, of interest to the OIC member countries, including but not limited to agriculture, disability, economy, education, environment, family, finance, women empowerment, health, migration, poverty, tourism, trade and youth.

MAIN RESPONSIBILITIES & DUTIES

1. Design, manage, and contribute to the preparation of research projects and studies on a wide-range of socio-economic issues at the agenda of the OIC relevant conferences and meetings;
2. Collect statistical data and information from a wide variety of sources by applying a range of research techniques to gather relevant information, including document analysis, surveys, field works and case studies;
3. Ensure the quality, efficiency and accuracy of the whole research process, and keep the capacity of research team up-to-date;
4. Evaluate past and present socio-economic performance trends and developments in OIC countries, other regional groups and globally by using both quantitative and qualitative methods;
5. Develop policy recommendations based on research evidence;
6. Attend meetings and conferences held by OIC and other national, regional and international institutions to present and discuss SESRIC research results and policy recommendations;
7. Coordinate and support joint projects executed with national and international partners;
8. Follow the socio-economic agenda and publications of the OIC fora and relevant international organisations;
9. Generate speeches, presentations, concept notes and terms of references for diverse trainings, meetings, and conferences organised or attended by the Centre.

10. Assist in the development of funding proposals for various donor organisations to secure support for technical cooperation projects.
11. Perform other duties as assigned.

QUALIFICATIONS & SKILLS

- Undergraduate or graduate degree in areas related to social and economic research, including economics, finance, sociology and international development;
- At least five years of relevant work experience (work experience at intergovernmental organizations would be an asset);
- Knowledge and experience of both qualitative and quantitative socio-economic research methods and familiarity with interdisciplinary research methodologies and conceptual frameworks;
- Experience in quantitative analysis through handling large datasets using various socio-economic research software programmes;
- Advanced MS Office, particularly MS Excel, skills and track record of demonstrable analytical and data visualization skills;
- Familiarity with the contemporary socio-economic developmental challenges;
- Excellent communication and drafting skills.

KEY PERSONAL ATTRIBUTES

- Self-motivated and capable of initiating and driving projects.
- Excellent team player with a knack for effective communication.
- Able to work under pressure and maintain high quality.
- Adept at building and managing relationships with both internal and external stakeholders.
- Keen to learn, share knowledge, and strive for excellence.
- Possess strong analytical thinking and problem-solving skills.
- Dedicated to achieving results and fostering knowledge, learning, and communication.

LANGUAGE

The OIC has three official languages: English, Arabic and French. For this position, the language proficiencies required are:

- High fluency in English
- Proficiency in either Arabic or French would be advantageous
- Proof of test scores to be provided; such as IBT TOEFL, IELTS, YDS, DALF, TOAFL, etc.

GENERAL REQUIREMENT

- Must be a national from one of the OIC member countries.