

CALL FOR APPLICATIONS | PROJECT MANAGER AND PROJECT ASSOCIATE
| PROJECT ON CONDUCTING WOMEN SAFETY AUDIT IN THE CITY OF
ASANSOL

National Law University of Odisha (NLUO) invites applications for the following positions in its project on 'Women Safety Audit in City of Asansol' funded by the National Commission for Women.

Sl. No	Name of the Post	No. of Posts	Consolidated Remuneration (INR per month)	Duration (years)	Qualifications/experience/skills
1.	Project Manager	1	50,000	1	<p>Essential Qualification/experience/skill: (1) Postgraduate in Social Work or a postgraduate in any social science discipline with experience in field work and empirical research; (2) At least two years' experience in research and field work involving working with the community; (3) Proficiency in English and Bengali; (5) Efficient in MS Word, MS Excel, MS Power Point preparation of Data Collection Tools, Analysis of Data & Preparation of report</p> <p>Desirable Experience/ experience/skill: (1) Proficiency in Hindi; (2) Experience of working in Asansol; (3) Experience in working on women issues</p>
2.	Project Associate	1	30,000	1	<p>Essential Qualification/experience/skill: (1) Postgraduate in Social Work or a postgraduate in any social science discipline; (2) Proficiency in English and Bengali; (5) Efficient in MS Word, MS Excel & MS Power Point; (3) Experience in data analysis and report writing.</p> <p>Desirable Experience/ experience/skill: (1) Experience in field work & empirical research; (2) Proficiency in Hindi; (3) Experience of working in Asansol; (4) Experience in working on women issues</p>

ABOUT THE PROJECT

The project is part of a larger initiative by the National Commission for Women to conduct Women's safety audit in 12 (Twelve) tier II cities in India. NLUO has been granted the project to undertake the survey for the city of Asansol (West Bengal).

The project will assess the level of safety experienced by women in public spaces and workspaces in the city on the basis of a sample survey of approximately 4000 respondents, focus group discussions (FGDs) & stakeholder's meetings. On the basis of information gathered from these, NLUO will prepare a Report and a Women's Security Score Card for the city of Asansol.

OTHER TERMS AND CONDITIONS

- The engagement of the Project Manager and Project Associate is not against any regular post and is limited to the duration of the project. The engagement shall not confer any right for permanent/regular job or absorption at NLUO.
- In case of unsatisfactory performance, NLUO reserves the right to terminate the contract before the expiry of one year.
- During the duration of the project, the Project Manager and Project Associate are required to stay in Asansol, West Bengal and make their own arrangements for stay and food.
- Project Associate is required to travel in Asansol and travel to, and stay in, NLUO, Cuttack as and when required for the purpose of the project.
- Project Manager and Project Associate are required to travel to NLUO for regular meetings with the Core Team.
- Project Manager and Project Associate are required to stay in NLUO as and when required for the purpose of the effective implementation of the project, particularly towards the end of the project for data compilation, data analysis and report preparation.
- TA/DA will be paid during travel for the project work.
- Working days will be six days a week (Monday to Saturday) from 10 AM to 6 PM.
- Apart from Sundays and gazetted holidays, the Project Manager and Project Associate shall be entitled for one day leave in a month. The Project Manager and Project Associate are, however, not entitled for any benefit like Provident Fund, Medical Insurance or gratuity.
- Role and responsibilities:

Project Manager: Project Manager will be responsible to implement the project in Asansol in consultation with, and under the guidance of, the Core Team constituted for this purpose at NLUO. More specifically, the roles and responsibilities are: Identification, recruitment and training of enumerators for field survey; Liaison with the relevant institutions such as municipalities, police, judiciary, local administration, panchayat raj, educational institutions, hospitals, training institutes, local enterprises, etc., to conduct the women safety audits; Devise effective methodology to undertake field survey and focus group discussions in consultation with the Core Team; Organise stakeholder consultation meetings; Travel within the project area in Asansol to monitor field survey by enumerators (field investigators); and Preparation of report.

Project Associate: To assist the project manager in the effective and timely completion of the project.

Interested candidates may apply on or before **20 February 2023** by sending CV and an SoP of not more than 500 words to recruitment_wsa@nluo.ac.in. For details visit website: www.nluo.ac.in.

NOTES

- NLUO is an equal opportunity employer.
- Only shortlisted candidates will be called for interview.
- No TA/DA will be paid for interview.
- NLUO reserves the right to conduct additional rules of interviews or written tests.

Prof. Rangin Pallav Tripathy

Registrar, National Law University Odisha