

# **RASTA Competitive Grants Program for Policy-oriented Research**

## **Pakistan Institute of Development Economics (PIDE), Islamabad**

### **OPPORTUNITIES AT RASTA, PIDE ISLAMABAD**

#### **Terms of References**

##### **I. LOCAL PARTNERS (Research Teams) – 05 Positions**

The RASTA Competitive Grants Programme for Policy-oriented Research requires the services of five (05) qualified and experienced 'Local Partners' (Research Teams) for its Demand Driven Research (DDR) Project titled 'State of Commerce in Pakistan'. Teams are required for the cities of Lahore, Quetta, Karachi, Peshawar and Faisalabad.

Local Partners (LPs) will be required to conduct document analysis, collect the primary/secondary data, conduct a limited number of in-depth interviews/focus group discussions, complete the analysis and submit the report to PIDE-RASTA within the agreed timeframe and as per the TORs. This is an assignment-based opportunity. The contract period for each assignment will be 90 days. The deliverables include two reports: an Interim Report to be submitted at the mid-term stage (45 Days), and a final report to be submitted before the completion of the project time period (90 Days).

The total agreed amount will be released to the LP Team Lead in two instalments as per the following schedule subject to the fulfilment of all formalities:

- a) First instalment (50%): At the time of start, upon submission of the signed contract and fulfilment of other formalities as per RASTA Budget Guidelines.
- b) Second instalment (50%): After the submission of the final report and data for the repository. The instalment will be released after the satisfactory evaluation by the PIDE Research Team and RASTA M&E Desk.

All secondary data sources will be properly cited, and complete references will be included in the report. The RASTA-PIDE will have all rights to the data collected and reports. The names of the Local Partners will be acknowledged inside the final report. It is important that LPs should belong to the same city, district and/or province since they don't just have local support networks but would also lead the debate in the right direction. LPs will be offered remunerations only. They will manage all expenses related to transport, TADA and/or project related procurements from their own resources. Technical assistance/mentoring from RASTA will be provided to execute the assignment. Sub-contracting is prohibited under the agreement unless explicitly approved by RASTA PMU, with the approval of the Chairman RAC of RASTA-PIDE where appropriate.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at [jobs.rasta@pide.org.pk](mailto:jobs.rasta@pide.org.pk) within fifteen (15) days of this advertisement. The qualifications, experience and suitability of LPs for the said projects will be assessed by the RASTA Project Management Team and the 'State of Commerce in Pakistan' core team. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA DDR projects. Kindly include brief CVs and highlight research projects conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

## **II. GIS SPECIALIST – 01 Position**

The RASTA requires the services of a qualified and experienced GIS Specialist for its Demand Driven Research (DDR) Project titled ‘State of Commerce in Pakistan’.

GIS Specialist will be required to perform geospatial modeling, data development and spatial/non-spatial analysis to create commerce profiles. He/she will analyze the data utilizing mapping software, create maps and submit the report to PIDE-RASTA within the agreed timeframe and as per the TORs. This is an assignment-based opportunity. The contract period of the assignment will be 60 days. The deliverables include two reports for each city: an Interim GIS Report to be submitted at the mid-term stage, and a Final GIS Report to be submitted before the completion of the project time period.

The total agreed amount will be released to the GIS Specialist in two instalments as per the following schedule subject to the fulfilment of all formalities:

- a) First instalment (50%): At the time of start, upon submission of the signed contract and fulfilment of other formalities as per RASTA Budget Guidelines.
- b) Second instalment (50%): After the submission of the final report and data for the repository. The instalment will be released after the satisfactory evaluation by the PIDE Research Team and RASTA M&E Desk.

All secondary data sources will be properly cited, and complete references will be included in the reports. The RASTA-PIDE will have all rights to the data collected and reports. The names of the GIS Specialists will be acknowledged inside the final reports. Technical assistance/mentoring from RASTA will be provided to execute the assignment. GIS Specialist will be offered remunerations only. They will manage all expenses related to transport, TADA and/or project related procurements from their own resources. Sub-contracting is prohibited under the agreement unless explicitly approved by RASTA PMU, with the approval of the Chairman RAC of RASTA-PIDE where appropriate.

It is important that the GIS Specialist should have relevant qualifications and demonstrated experience in the field. The qualifications, experience and suitability of the GIS Specialist for the said project will be assessed by the RASTA Project Management Team and ‘State of Commerce in Pakistan’ core team. Keeping in view the performance, services of the selected individual (or team) may be extended/utilized for other RASTA projects.

Interested individuals/registered firms may submit their ‘Expression of Interest’ (Profile) at [jobs.rasta@pide.org.pk](mailto:jobs.rasta@pide.org.pk) within fifteen (15) days of this advertisement. The qualifications, experience and suitability of the GIS Specialist for the said projects will be assessed by the RASTA Project Management Team and relevant DDR research teams. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA DDR projects. Kindly include brief CVs and highlight research projects conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

### **III. GRAPHIC DESIGNER – 01 Position**

The RASTA requires the services of a qualified and experienced 'Graphic Designer' for the designing and production of research for its Demand Driven Research (DDR) Project titled 'State of Commerce in Pakistan'. The applicant must have the command to develop concepts, graphics and layouts for RASTA flyers, policy briefs, magazines, research reports, research papers, books and other materials to visually communicate ideas, data and research findings to a larger audience. This will allow RASTA-PIDE to bridge the research-policy gap through the dissemination of research findings, create knowledge networks, and promote research culture in Pakistan. The applicant must have demonstrated experience in design and photo-editing software; creativity and innovation skills; understanding of the latest trends and aesthetics; excellent time management and organisational skills; accuracy and attention to detail; professional approach to time, costs and deadlines.

This is an assignment-based opportunity. The contract period for the assignment will be 60 days. The selected individual/firm will work closely with the RASTA-PIDE Team and/or its fellows. Sub-contracting is prohibited under the agreement unless explicitly approved by RASTA PMU, with the approval of the Chairman RAC of RASTA-PIDE where appropriate.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at [jobs.rasta@pide.org.pk](mailto:jobs.rasta@pide.org.pk) within fifteen (15) days of this advertisement. The qualifications, experience and suitability of Graphic Designer for specific RASTA projects/assignments will be assessed by the RASTA Project Management Team. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA projects. Kindly include brief CVs including relevant work experience. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

### **IV. DATA VISUALIZATION EXPERT – 01 Position**

The RASTA requires the services of a qualified and experienced 'Data Visualization Expert' to visually communicate ideas, data and research findings to a larger audience for its 'State of Commerce in Pakistan' Project. The applicant must have the command to data visualization, data analytics and machine learning process. This will allow RASTA-PIDE to bridge the research-policy gap through the dissemination of research findings, create knowledge networks, and promote research culture in Pakistan.

The applicant must have demonstrated experience in project management and organization skills related to data visualization and related processes. The applicant must understand the latest trends and aesthetics, should have excellent time management, accuracy and attention to detail, a professional approach to time and costs, and meeting deadlines. The selected individual/firm will work closely with the RASTA-PIDE Team and/or its stakeholders. Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at [jobs.rasta@pide.org.pk](mailto:jobs.rasta@pide.org.pk) within fifteen (15) days of this advertisement. The qualifications, experience and suitability of the Data Visualization Expert for the said projects will be assessed by the RASTA Project Management Team and relevant DDR research team.

This is an assignment-based opportunity. The contract period for the assignment will be 60 days. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA DDR projects. Kindly include brief CVs and relevant work experience. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

## **V. RESEARCH ASSISTANTS - 10 Positions**

The RASTA requires the services of 10 (ten) qualified 'Research Assistants' for its 'State of Commerce in Pakistan' Project for a period of 90 days. The applicant must have an MPhil degree in economics or a related discipline. MPhil students can also apply with at least 01 year of relevant experience. The applicant with experience in data collection, analysis, report writing, and presentation will be given preference. Applicant's willingness to travel for field work will be an added value. Excellent communication, interpersonal, and coordination skills are desirable.

Interested candidates must email their CVs at [jobs.rasta@pide.org.pk](mailto:jobs.rasta@pide.org.pk) within fifteen (15) days of this advertisement. CV document should be named as follows: Province Name-Post Applied-Candidate Name (for example Islamabad - Research Assistant - Abdul Qayyum). The subject line of the email should also follow the same format. They may be asked for their academic credentials and experience certificates mentioned in their CV during interviews. Only shortlisted candidates will be called for an interview.