

## Terms of Reference

### Analyst (Research)

<b>Organisation</b>	Coalition for Disaster Resilient Infrastructure (CDRI)
<b>Job posting date</b>	10/09/2020
<b>Location</b>	New Delhi
<b>Grade</b>	Analyst
<b>Salary and benefits</b>	INR 75,000 to 100,000 per month + 10% Transportation allowance + 10% Housing allowance, (salary and designation will be offered commensurate with experience and qualifications)
<b>Contract</b>	Fixed Term Contract (3 years), extendable to another 3 years, Full-Time, National Hire
<b>Occupational groups</b>	Research, Infrastructure, Development, Disaster Risk Reduction,
<b>Last date of application</b>	28/09/2020 11:59 PM IST

### Background

The Coalition for Disaster Resilient Infrastructure (CDRI) is a multi-stakeholder global partnership of national governments, UN agencies and programmes, multilateral development banks and financing mechanisms, the private sector, and academic and knowledge institutions. It aims to address the challenges of building resilience into infrastructure systems and development associated with it. The vision, mission, goal, and objectives of the CDRI are explicitly linked to the post-2015 development agendas. The Coalition will also contribute to the resilience of the global infrastructure systems in an increasingly interconnected world. The outcome of such collaboration would be aimed at building resilient economies and resilient people through cross-sector commitments at all levels towards adaptation and resilience with concrete outcomes that will bring resilience action to global scale.

The CDRI will support countries to upgrade their systems for ensuring disaster and climate resilience of existing and future infrastructure. It seeks to rapidly expand the development of and retrofit resilient infrastructure to respond to the Sustainable Development Goals (SDGs) objectives of expanding universal access to basic services, enabling prosperity, and decent work. CDRI envisions enabling measurable reduction in infrastructure losses from disasters including extreme climate events.

The Government of India has established a Society in New Delhi to act as the Secretariat of CDRI. The Secretariat functions under the direction of the international Governing Council and implements the programs of CDRI. This position is being advertised for staff positions on Fixed Term Contract of three (3) years.

**Objective of this position:**

To support the establishment and implementation of policies, processes, and guidelines within CDRI aimed at streamlining the Research Work being carried under CDRI projects to ensure methodological soundness, rigour, validation, and timely achievement of the goals of CDRI.

**Role and Responsibilities:**

Under supervision of the Lead/Principal Specialist (Research) or Senior Specialist (Research), the incumbent will support activities relating to specific work streams, including:

- Provide support in conceptualization, design, conduct, evaluation, and review of research activities.
- Conduct literature review, identify research areas, develop concept notes, and research proposals, and contribute to the overall research activities.
- Coordinate closely with analysts and specialists of other domains to support overall activities of CDRI.
- To support in achieving international quality publication standards, knowledge outreach, and dissemination.
- Provide support in building partnerships within academia, research organizations, and subject experts to achieve CDRI's research outputs.
- Contribute, learn, and support in building strong culture of research excellence across CDRI by working with different teams.
- Work in team to conceptualise and host webinars, conferences, workshops, etc.
- Any other related responsibilities, as assigned.
- The candidate will report to the Lead/Principal Specialist/Senior Specialist (Research, Knowledge management or projects).

**Competencies:**

Essential:

- Knowledge of literature review, research approaches, research methods, hypothesis development, quantitative or qualitative methods, interpretation of results, drawing conclusion, preparing bibliography.
- Experience in conducting research in at least one development or research project in – engineering, architecture, urban planning, earth sciences, environmental sciences, policy formulation, disaster management, or resilience, etc.
- Basic understanding of research life cycle and technical skills in the fields relevant for CDRI.
- Familiarity with international frameworks like the SDGs and the Sendai Framework on Disaster Risk Reduction (SFDRR) and the Paris Agreement on Climate Change.
- Strong communication and interpersonal skills and a proven ability to be flexible in demanding situations.
- Ability to present information and concepts clearly, both verbally and on paper.
- Suitable computer proficiency, especially related to professional office software packages (Microsoft Office, etc.).

Desirable:

- Published/under review research papers in national/international peer reviewed publications, national and international conferences.
- Experience of working in multi-disciplinary and multi-cultural teams.
- Experience in sectors related to disaster risk reduction and climate change.
- Experience of developing concept notes, research proposals, and conducting research on disaster and climate resilience.
- Desire to improve upon research skills.

**Qualifications:**

Bachelors/ Masters in disciplines of engineering, architecture, urban planning, environmental sciences, earth sciences, business, or research fields relevant for CDRI.

**Experience:**

At least 6 years (for Bachelors) / 4 years (for Masters) of overall experience at the national or international level. Candidates with higher educational qualifications, specially related to research, infrastructure, disaster risk reduction and resilience may be considered in lieu of experience.

**Language Requirements:**

- Fluency in English.
- Knowledge of another CDRI Partner country's language will be an asset.

**How to Apply:**

If you have experience of working in a similar capacity and want to make an active and lasting contribution in conceptualizing project management plans and strategies for a global initiative spearheaded by India, please apply on the following email id – [career@cdri.world](mailto:career@cdri.world) on or before the last date.

CDRI is committed to achieving workforce diversity in terms of gender, nationality, and culture. Individuals with disabilities are equally encouraged to apply. All applications will be treated with strict confidence.

CDRI has ZERO Tolerance on sexual exploitation and abuse, any kind of harassment including sexual harassment and gender / racial discrimination. Any selection therefore will be subject to satisfactory reference and background check.

Application Process: [Download PDF](#)

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