

GENDER RESEARCH ASSISTANT

Factive is seeking to employ a Gender Research Assistant. This is a consultant position.

Factive (www.factiveconsulting.com) is a social research consultancy based in Singapore, with global clients. We complete research and write reports on issues such as gender-based violence in workplaces and women's economic empowerment. Our current projects are located in Myanmar, Sierra Leone, Cameroon, Egypt and Liberia. Our work is completed for international non-government organisations and private companies.

Responsibilities

The Gender Research Assistant will initially be employed on a casual basis to assist with work on specific projects. Key tasks will include:

- Conducting literature reviews to inform research methodologies and to provide background information for reports.
- Writing succinct summaries that show ability to understand, analyse and progress existing literature on gender issues, especially gender-based violence in fragile and post-conflict states.
- Editing reports and other documents.

Competencies

The Gender Research Assistant should ideally have the following competencies:

- A postgraduate degree related to gender (completed or in progress)
- Knowledge of gender-based violence and experience in working in this field
- Exceptional writing and editing skills in English
- Experience working in a research environment
- Multi-disciplinary knowledge of gender and gender-based violence (ideally within the context of industry and workplaces)
- Ability to work independently and to complete tasks according to strict deadlines
- Knowledge of Myanmar (and/or other post-conflict states)

Application Process

Interested applicants should send a completed application to dean@factiveconsulting.com. Your application must include the following:

- a letter of motivation indicating why you are suitable for this position (1 page max.)
- a CV which includes current contact details for 2 referees (3 pages max.)
- extracts from research publications or reports you have written, preferably in the field of gender (4 pages max.)

Applications are accepted from suitable candidates located anywhere in the world.

The deadline for applications is 15 August 2019.