



**Tata Institute of Social Sciences**  
**V.N. Purav Marg, Deonar, Mumbai 400 088**  
(A Deemed University under Section 3 of the UGC Act, 1956 and  
Grant-in Aid Institute under Ministry of Education, GoI)

**ADVT/TISS/RA/OCT/2024**

**Notification – Research Assistant under the project ‘Building Capacity to translate inclusive land reforms to inclusive and Administration’.**

Applications are invited for the Research Assistant position on a tenurable contract basis under the Building Capacity to translate inclusive land reforms to inclusive and Administration project. The project is looking for seeking a dynamic and committed Research Assistant to support the Project. The Research Assistant will play a crucial role in coordinating research activities, data collection, and analysis related to building state capacity for inclusive land administration. This is an exciting opportunity for individuals interested in governance, technology in land administration, and inclusive development, particularly in the context of India.

**About TISS**

The Tata Institute of Social Sciences (TISS) was established in 1936 as the Sir Dorabji Tata Graduate School of Social Work. In 1944, it was renamed as the Tata Institute of Social Sciences. The year 1964 was an important landmark in the history of the Institute, when it was declared Deemed to be a University under Section 3 of the University Grants Commission Act (UGC), 1956. TISS has been to be an institution of excellence in higher education that continually responds to changing social realities through the development and application of knowledge, towards creating a people-centred, ecologically sustainable and just society that promotes and protects dignity, equality, social justice and human rights for all.

**About the Project**

The Project seeks to demonstrate the potential of capacity building among land administration actors as a scalable strategy for the efficient and inclusive implementation of technology-led e-governance innovations in India's land governance sector. By enhancing the capacities of state officials, technology experts, academics, and NGO representatives involved in land administration and reform processes, the project aims to converge the state's efficiency and inclusion. The project will partner with academic institutions and state governments, focusing on increasing awareness and knowledge of various stakeholders within the land ecosystem.

**Key Responsibilities:**

- Assist in designing and implementing research tools such as surveys, interviews, and focus group discussions with land governance actors.
- Conduct literature reviews on land reforms, technology-led e-governance, and capacity building.
- Support the collection and analysis of qualitative and quantitative data.
- Collaborate in organizing workshops, training sessions, and meetings with state officials, academicians, and other stakeholders.
- Prepare detailed reports, briefs, and contribute to academic publications on inclusive land governance and state capacity building.
- Maintain project documentation and assist in project management tasks, ensuring timely completion of milestones.
- Engage with project partners, including academic institutions and state government officials, to coordinate research and capacity-building initiatives

## **Educational Qualifications:**

- A Bachelor's or Master's degree in a relevant field (e.g., Public Policy, Land Administration, Governance, Development Studies, Political Science).
- Strong research skills with a demonstrated understanding of both qualitative and quantitative methods.
- Excellent organizational, written, and verbal communication skills.
- Ability to work collaboratively in a diverse team and manage multiple tasks independently.
- Familiarity with land governance, capacity building, and technology-led innovations in e-governance is an advantage.
- Proficiency in research tools and software (e.g., NVivo, SPSS, Stata, etc.) is desirable.

## **Preferred Experience**

- Experience in research or projects related to land reforms, governance, or inclusive development.
- Knowledge or experience in e-governance initiatives, especially within the land sector in India.
- Familiarity with working alongside government officials, academic institutions, or non-governmental organizations (NGOs).

## **Monthly Remuneration and Duration**

This tenure appointment offers a consolidated remuneration of ₹35000 per month

Initial appointment will be for six (6) months; based on the project requirement, the position is extendable up to six (6) months.

## **Application Fee**

Application Fee of Rs 500/- to be paid online. The application fee for SC/ST/PWD candidates will be Rs 250/-if they upload the required certificate to the Online Application Form. Women applicants are exempted from the application fee payment. The application will be valid only on receipt of the application fee for those required to pay. Once paid, the fee shall not be refunded under any circumstances.

## **Application Process**

Candidates are requested to apply online through the link (Apply now) provided along with this advertisement on the Institute website [www.tiss.edu](http://www.tiss.edu).

Candidates must write a sample essay related to land governance / development status of India in the application **information section, justifying your suitability for the position for which you are applying**

The closing date of applications: **21-Oct-2024**

The shortlisted candidates will be communicated by e-mail to appear for a personal interview.

## **Other Conditions:**

- The Institute reserves the right not to fill the advertised vacancy and may invite individuals who have not applied through the standard procedure for an interview.
- Merely possessing the prescribed qualifications and requisite experience does not guarantee an interview, as applications received will be shortlisted.

- No queries or correspondence regarding the issuance of Call Letters for interviews or the selection process will be entertained at any stage. Canvassing in any form is strictly prohibited and will result in disqualification.
- Candidates are responsible for assessing their eligibility for the post according to their qualifications and experience. They must submit their complete application, along with the required information and documents as per the advertisement. Suppressing factual information, providing fake documents, giving false or misleading information, or canvassing in any form will result in disqualification. If it is discovered at any point in the future, even after the appointment, that the candidate was not eligible, the appointment will be terminated immediately as per this clause.
- In case of any ambiguity in the Recruitment Rules, particularly regarding eligibility, the decision of the Institute will be final.
- The Institute reserves the right to relax the qualifications required based on the candidate's work experience.
- No TA/DA will be paid to attend the interview if it is held at the Institute's premises.
- In case of any inadvertent errors in the advertisement or the recruitment process, detected at any stage, even after issuing the Appointment Letter, the Institute reserves the right to modify, withdraw, or cancel any communication made to the candidate(s).
- The post is purely contractual. The contract term is for three years, with potential extensions based on assessing the selected candidate's suitability and performance after the initial three-year tenure.