

Research Associate

MyGov is the citizen engagement platform of Government of India. It is an Independent Business Division under Digital India Corporation, a Section 8 company under the Ministry of Electronics & Information Technology. Details about MyGov can be seen at <https://www.mygov.in> .

MyGov is looking for an experienced Research Associate who can create relevant and interesting content related to all major government schemes and activities (this includes but is not restricted to 52-odd ministries). These could be the flagship schemes or minor ones – our researchers know the historical contexts, and current performance.

The ideal candidate should be able to write in English. The candidate should be familiar with researching, coordinating, collecting and writing content including for articles, blogs, infographics, videos etc. The candidate should be aware of the big picture details-oriented person, data-driven, who can weave a visual story and understands the news and the pulse of the news.

You will be under probation for the first 3 months from the date of joining. It is not mandatory for MyGov to absorb you or offer you a regular contract after the completion of the probation period. The period of probation can be reduced or increased by MyGov and shall be solely based upon your performance.

After successful completion of the initial contract period, a regular contract will be given.

Please review the positions listed below and apply in the form given in this notification. MyGov is hiring experienced professionals for **Research Associate**.

Position: Research Associate

No. of Position(s): 1

Qualification: Graduate/ Post-graduate – English Hons. / Masters in English

Experience: 0-3 years

Roles & Responsibilities:

- Researching, coordinating, collecting, writing content on daily basis.
- Developing Data Documents.
- Evaluate and process data to identify trends and patterns that can inform decisions.
- They may use statistical software to interpret data and draw conclusions.

Requirements:

- Attention to detail to ensure accuracy during research and analysis.
- Data visualization involves graphically representing information and data in a way that is easy to understand and visually rich.
- Computing and mathematical analysis skills to gather data and help ensure that it is properly recorded, assessed and represented.
- Collaborate with Content & Social Media Team.
- Team Player.
- Ability to meet deadlines.
- The ability to work in a dynamic and exciting environment with strict deadlines and in a team is highly valued.