



## **REQUIREMENT OF RESEARCH ASSISTANT**

The position of RA associated with the Executive Education's blended learning programme of Executive Programme in Supply Chain & Logistics Management (EPSCLM-BL02). The programme is aimed at providing the participants with a deep understanding of the Supply Chain and Logistics Management principles from a Strategy, planning and operations perspective. The sessions are specifically designed to prepare participants for advancement in supply chain management careers including procurement, supplier management, inventory management, coordination, logistics [transport and warehousing]. The participants of this programme have to visit their respective Centres / Classroom of the Technology Partner for online classes apart from two campus modules covering four days on campus

**Job / Role Description:** The selected person will have to perform the following tasks:

- (a) Provide online support to the participants on the subject materials discussed by the faculty. They would be expected to handle the bulk of the queries of the participants regarding the topics discussed. Only the more challenging queries are to be transferred to the faculty for answering. They would be expected to use Skype, WhatsApp etc. or the Technology Partner's platform for this purpose. Since these participants would be studying during the evening hours or in weekends these RA's would have to make themselves available during these times.
- (b) Perform evaluation of the assignments, quizzes, and projects as per guidelines given by the instructors / faculty.
- (c) Assist the faculty develop new course materials, assignments and case studies that may be required for the programme.
- (d) Assist the faculty for class activity during the sessions.

**Qualifications: Essential:** A first class Master's degree with specialization in any one or more following areas: Manufacturing / Operations Research / Logistics / Supply Chain / Operations/ preceded by a first class Bachelor's degree in a relevant subject.

**Desirable:** MBA degree with first class.

**Skillset:** 1. Ability to work with the team and with different stakeholders, 2. Ability to handle a group of participants for Project execution, 3. Working knowledge of Microsoft Excel, and PowerPoint, 4. **Working knowledge of Analytical software for qualitative data analysis is preferred.**

**Tenure of the appointment :** The appointment is for a period of six months.

**Location:** The selected candidate will be working from IIM Ahmedabad campus. IIMA provides access to the library and computer center for all Research Assistants. If selected, the candidate is expected to manage their own accommodation, outside the IIMA campus which is centrally located within the city of Ahmedabad.

**Reporting To: (Optional)** Programme Co-Chairs of the Programme

**Compensation:** Compensation will be commensurate with the qualification and experience.

**Mode of Application:** Please send your profile at: <https://forms.gle/AyQfgLiDQKn5WCg5A>.

Candidates who have been shortlisted will be invited to a telephone, Zoom/Skype, or in-person interview. Only those selected for an interview will receive communication from us. We will not send rejection letters or emails to applicants who were not selected. Email requests for status updates will not be responded to.

**Last date to apply: March 12, 2024**

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