

ERIA is an international organisation established by the 16 member countries of the East Asia Summit (EAS) in 2007. Based in Jakarta, ERIA is engaged in economic research and policy studies primarily on economic integration and adjustment in ASEAN and East Asia aimed at providing policy insights and practical recommendations to ASEAN bodies as well as governments and businesses in the region.

ERIA is expanding its research activities and is looking for Research Associates who can assist in research related to economic and trade issues in the East Asia region.

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## **Research Associate**

### **Job Duties**

Under the direct supervision of research staffs, the successful candidates will perform a wide range of research-related activities, especially, but not limited to, the following activities:

1. Conduct literature searches on specified topics as requested.
2. Assist researchers in maintaining databases and coordinate with statistical agencies.
3. Provide statistical analysis as requested.
4. Organize and attend meetings/conferences related to research activities.
5. Provide research related work which includes writing and/or editing research reports and documents.
6. Perform other research activities as necessary.

### **Qualifications**

1. Education and experience
  - a. Masters degree in Economics, Development Economics, Statistics, and/or other related fields; or Undergraduate degree in Economics Development Economics, Statistics, and/or other related fields with at least two years of relevant experience
  - b. Strong academic record.
2. Key competencies
  - a. Training and/or experience in conducting quantitative research work.
  - b. Essential skills in using economic databases, such as Econlit, CEIC, WITS, etc.
  - c. Essential skills in using some statistical or programming software packages, especially STATA.
  - d. Capacity to adapt and take initiatives and ability to undertake simultaneous tasks.

- e. Ability to cooperate and communicate with academics and policy makers in the region.
- f. Excellent communication and writing skills in English.
- g. Comfort working both independently and collectively in a team with the other ERIA staffs.

3. Appointment Condition

- a. Competitive remuneration with health benefit
- b. Local hire

**Working Location**

Office will be provided at the **ERIA Annex Office**

Address: Sentral Senayan II, & Floor, Jl. Asia Afrika No.8,

Gelora Bung Karno – Senayan, Jakarta Pusat 10270, Indonesia

**How to Apply**

Send a full resume with a one page description of study interests with their relevance to policy, and a list of publications, as well as a sample paper that best reflects the candidate's ability to [recruit@eria.org](mailto:recruit@eria.org) A.S.A.P. When you email to us, please write "application for research associate" in the subject field. ERIA only accepts applications submitted through this mail address.

**Entry on duty:** as soon as possible

**Deadline for application: Until the Position is filled.**

Please note that ERIA does not charge fees at any stage of our recruitment process. If you have questions in this respect, please feel free to contact us at: [recruit@eria.org](mailto:recruit@eria.org). For additional information, please refer to the ERIA website: <http://www.eria.org>.