



Date September 17/2026

Policy Studies Institute
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Vacancy Announcement

Policy Studies Institute (PSI) would like to hire qualified professionals that can work as Enumerators, supervisors, Audio auditors, Translator, and Data manager to administer *a follow-up survey* for the research project entitled **"Assessment of the Child Grant Pilot Program in Ethiopia:** Which will be conducted in Addis Ababa city, Afar, Amhara, Oromia, and Sidama regions.

No	Position	Duties and Responsibilities	Required Qualification	Number
1	Quantitative Data manager	- Design database template - Provide technical support for survey team - Conduct standard data quality control activities - Clean, compile and submit the raw data in Stata format	- BA/BSc or MA/MSc degree in Economics /Statistics or other related field with a minimum of 3 years of experience as a database manager. - Experience in CSPro, ODK or SurveyCTO and STATA is a requirement	1
2	Qualitative Enumerators	- Conduct identification of enumeration areas - Collect data from respondents in sample regions and institutions.	- Minimum BA/BSc degree from a recognized university - Prior experiences in conducted research with qualitative data and transcription of the qualitative data is a requirement - Fluent speaker of more than one local language is an advantage	6
3	Supervisors:	- Supervise individual data collectors during survey - Provide technical support for the survey team/ data collectors when needed - Commit himself for the survey work activities and control the quality - Check the collected survey data quality on daily basis	- Minimum BA/BSc degree from a recognized university - Experience in household survey using CSPro, ODK or SurveyCTO - Prior experiences in similar surveys is a requirement	5
4	Enumerators Quantitative data:	Collect data in the assigned regions.	- Minimum BA/BSc degree from a recognized university - Experience in household survey using CSPro, ODK or SurveyCTO - Prior experiences in similar surveys is a requirement	24
5	Audio Auditors	Conduct audio auditing tasks on the recordings of surveys and provide feedback to the data	- Minimum BA/BSc degree from a recognized university - Experience in audio audition both for qualitative and quantitative surveys.	5



		collectors. • Check the Transcriptions of the qualitative data in to a word format and provide feedbacks. • Report daily progress of his/her achievements to the project owners. • Attend -update meetings and prepare progress report.	
6	Survey Tool Translator	• Translate the survey tools from English to Afan Oromo language	• Minimum BA/BSc degree from a recognized university • Experience in audio audition both for qualitative and quantitative surveys. • Fluent in English and Afan Oromo languages

NB

- Since it is a follow-up Survey, Priority will be given to applicants who have participated during Baseline survey.
- Second priority will be given for applicants who are residents of the specific area, who has experiences in similar studies, and who speaks the languages of the specified regions.
- Remuneration – based of PSI's rate
- Training will be given at Addis Ababa for 2 days

Interested candidates who fulfill the aforementioned requirements can apply for the job for 5 consecutive dates starting from the date of the post. Please submit your applications **specifying the respective position and Region** you are applying for with non-returnable copies of all supporting documents. please submit your application through the following link:

https://docs.google.com/forms/d/e/1FAIpQLScRbKu0IEGi_e15hLkmlxFU7Bzu_AIH0XX3O40clxZ18DsS8w/viewform?usp=header



Or in persons: Submit your application physically at PSI HRM office.

Incomplete applications are not considerable!
Only Shortlisted candidates will be contacted.

