

No. NCVET-11013/1/2026-ADMN. / NCVET/4011
Government of India
Ministry of Skill Development and Entrepreneurship
National Council for Vocational Education and Training

4th Floor, Kaushal Bhawan,
Chanakyapuri, New Delhi-110023
Dated: 31.07.2026

Hiring of 2 posts of Research Analyst in Research Division of NCVET on contractual basis

National Council for Vocational Education and Training (NCVET) under MSDE intends to hire Research Analyst on contractual basis. The engagement will be for a fixed period of two years which may be extended by one year at a time upto a maximum tenure of five years, i.e. 2+1+1+1 years.

- The number of vacancies shown below are tentative and NCVET reserves the right to increase /decrease the number of vacancies or withdraw the advertisement as per requirement. Interested individual(s) may apply online via the link available on the NCVET website i.e.

<https://forms.gle/3VaivF6fkbrwutaWA>

- On selection, the selected candidate shall submit a bond to work for NCVET for one year from the date of their joining.
- The last date for submission of completely filled-in online application form attaching all supporting documents is **31.08.2026**
- "Consultancy Evaluation Committee" (CEC) constituted by NCVET may devise its own method for selection of suitable candidates, in case, the applications received are more than 03 to 04 times the vacancies advertised.

Important Note

Incomplete applications (Google Form) without supporting documents viz photo, Aadhar/other address proof, marksheets as well as certificates/degrees pertaining to all educational documents (10th, 12th, Graduation, PG etc.) experience certificate(s), salary slips, will summarily be rejected without any intimation. **All documents should be attached in a single PDF file must be clearly readable.**

2. Purpose of the Role:

The Research Analyst will be responsible for conducting research studies and supporting the commissioning and synthesis of evidence across key thematic areas within the VET ecosystem. These include, but are not limited to, labour market intelligence, qualification frameworks, assessment quality, training delivery models, future skills, quality assurance, regulatory frameworks, inclusive skilling, and apprenticeship systems. The role integrates analytical rigour, methodological competence, data management, and policy communication - translating data and evidence into actionable insights for NCVET, MSDE, and other relevant stakeholders, in the broader skilling ecosystem.

3. Key Responsibilities:

3.1 Data Collection & Management

- Collect, compile, and organise primary and secondary data from diverse sources -government MIS, NSQF portals, labour market surveys, international databases (ILO, UNESCO, World Bank, etc.).
- Maintain and update NCVET's research databases, dashboards, and data repositories for regular monitoring and reporting.
- Design and administer survey instruments, interview guides, and data collection tools for field and desk research.
- Ensure data quality, consistency, and documentation standards across all research projects.

3.2 Research & Analysis

- - - Conduct literature reviews, desk research, and evidence mapping on assigned thematic areas.
 - Apply quantitative methods (descriptive statistics, regression, trend analysis) using tools such as Excel, SPSS, Stata, or R to analyse datasets.
 - Apply qualitative methods (thematic analysis, case studies, key informant interviews, FGDs) where required.
 - Contribute to the design and implementation of evaluation studies, including baseline and endline assessments.
 - Synthesise findings from multiple sources into coherent analytical narratives for senior researchers.

3.3 Knowledge Product Development

- - - Draft sections of research reports, thematic studies, working papers, and policy briefs under the guidance of the Thematic Lead.
 - Prepare data visualisations, infographics, charts, and dashboards to communicate findings to diverse audiences.
 - Compile background notes, annotated bibliographies, and evidence summaries for ongoing projects.
 - Contribute to NCVET's knowledge repository and updating of research documents.

3.4 Monitoring, Evaluation & Reporting

- - - Track and update monitoring indicators for NCVET's research workplan and individual project deliverables.
 - Prepare progress reports, scheme performance notes, and data updates for internal dashboards and leadership reviews.
 - Support M&E activities by reviewing frameworks, updating output/outcome indicators, and compiling scheme performance data.
 - Document lessons learnt and best practices from completed research projects.

3.5 Coordination & Stakeholder Support

- Coordinate with internal teams (recognition, monitoring, data management etc)) to gather data inputs required for research.

- Liaise with various stakeholders including awarding bodies assessment agencies, training providers, and State Skill Development Missions (SSDMs) for data collection and stakeholder inputs.
- Support the organisation of consultations, workshops, and technical committee meetings - preparing background materials, minutes, and action plans.
- Assist in drafting correspondence, concept notes, and proposals for research partnerships and funding.
- Coordinate and monitor assigned research projects and studies, including planning activities, tracking timelines and deliverables, managing stakeholder inputs, and following up on action points, while working closely with concerned NCVET divisions, external research partners, consultants, and other stakeholders to ensure timely delivery of outputs and effective utilisation of research findings.

3.6 Technical Competencies

- Strong understanding of **research methodologies** (quantitative, qualitative, mixed methods) and policy analysis.
- Proficiency in **data analysis tools** such as Excel, R, Python, STATA, or SPSS.
- Ability to analyse **large datasets** (e.g., NSSO, PLFS) and apply basic statistical techniques.
- Familiarity with **TVET ecosystem**, including NSQF, qualifications, and assessment systems.
- Skills in **data visualization** (Excel, Power BI, Tableau) and report writing.
- Experience with **research tools and survey platforms** (e.g., KoBoToolbox, Google Forms, Zotero).
- Understanding of **monitoring & evaluation frameworks** and performance tracking.

4. Details of the posts:

Research Analyst - 02 Posts

5. Essential Qualification:

PG Degree in Economics, Development Studies, Public Policy, Education, Statistics, Data Analytics, Social Sciences, Management, Labour Studies, engineering or related disciplines, from a recognised University/Institution with at least 55% marks (or an equivalent grade)

Desirable Qualifications:

- Applicants with M.Phil/ Ph.D in the relevant field would be preferred.
- 2-3 relevant research published papers in peer review journals or publication of 2-3 book chapters. A combination of research publication, book chapters and granted patent totalling 2-3 can be considered.

6. Work Experience in years: 3-8 Years

- Minimum 3 years of experience in research, data analysis, or policy-related work, with demonstrable contribution to primary or secondary research in skills development, labour market analysis, education policy, or allied thematic areas within the VET ecosystem.

- Proficiency in research methodologies - both qualitative and quantitative - including survey design, data collection, statistical analysis, and evidence synthesis. Working knowledge of analytical tools such as STATA, SPSS, R, Excel, or equivalent is desirable.
- Strong written and verbal communication skills, with the ability to present research findings clearly to policy audiences, institutional partners, and senior stakeholders. Good interpersonal and presentation skills are essential for effective collaboration within the research division and with external counterparts.

*Experience includes up to 3 years for Ph.D. holder, provided no work experience is counted during those 3 years.

7. Upper Age Limit: 45 Years as on last date of application

8. Remuneration in INR: 80,000/- to 1,45,000 (The consolidated remuneration will be inclusive of all applicable taxes and no other facility or allowance will be allowed).

The other terms and conditions for their engagement in NCVET will be in accordance with the latest Procedures and Guidelines dated 04.09.2024 issued by NCVET for engagement of Sr. Consultants/ Consultant Grade II / Consultant Grade-I / Young Professionals which are available on www.ncvet.gov.in under "Career Opportunities" Section.

Deepak
31/07/26

(Deepak)
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