



Job Title: Research Specialist – National Staff
CAREC Institute
Terms of Reference

The Central Asia Regional Economic Cooperation Institute (CAREC Institute, CI) is looking for a **Research Specialist – National Staff**.

CI is an intergovernmental organization dedicated to promoting economic cooperation in the CAREC region and along the Silk Road through knowledge generation and sharing. It is headquartered in Urumqi, Xinjiang Uygur Autonomous Region, the People's Republic of China (PRC).

CI is jointly shared, owned, and governed by eleven member countries: Afghanistan, Azerbaijan, the PRC, Georgia, Kazakhstan, Kyrgyz Republic, Mongolia, Pakistan, Tajikistan, Turkmenistan, and Uzbekistan. It serves as the knowledge support arm of the CAREC Program. Acting as a knowledge connector, the CAREC Institute integrates the efforts of the five CAREC clusters (Economic and Financial Stability, Trade, Tourism, and Economic Corridors, Infrastructure and Connectivity, Agriculture and Water, and Human Development) to ensure coherence in the design and implementation of policies, programs, and projects to promote regional economic cooperation and integration.

Functions and Responsibilities:

- Assist in conducting research projects on CI's strategic goals and CAREC clusters, particularly related to transport, connectivity and economic corridors in the CAREC region.
- Actively participate in Transport and Infrastructure sectors network activities, supporting CI's engagement with the Asian Development Bank (ADB) CAREC Secretariat and Xinjiang Uygur Autonomous Region.
- Develop research proposals/concept notes related to transport/connectivity/corridors to attract external funding.
- Data collection, management, descriptive analysis, and information management.
- Liaise and coordinate with CAREC and Xinjiang Uygur Autonomous Region officials, developmental partners, and other stakeholders in the CAREC region.

- Complete and publish at least two of the following per year: one policy brief on CI's website, or a book chapter or journal article in English or Chinese within the work plan.
- Assist in organizing conferences, workshops, other research-related activities, administrative and financial documents management.
- Any other relevant duties that may be assigned based on institutional needs.

Qualifications and Selection Criteria

- PhD in transport economics, transport planning, or closely related fields.
- At least five years of experience in research, transport/connectivity/corridors policy analysis, or a related field.
- Experience in research design, data analysis, and report writing.
- Knowledge of statistical software (e.g., SPSS, Stata, E-views, Matlab) and data analysis techniques.
- Must be fluent in both written and spoken English and Chinese.
- Excellent written and oral communication skills, with experience in report writing and presentation of findings.
- Applicants must be of PRC nationality and will be considered on the basis of merit and suitability, taking into account the position requirements and overall qualifications.

Immediate Reporting Relationships

- The Research Specialist reports to the Chief of the Research Division.

Additional Information

- This is a 3-year fixed term appointment with the possibility of extension.