



Job Title: Research Specialist

Terms of Reference

CAREC Institute

The Central Asia Regional Economic Cooperation Institute (CAREC Institute, CI) is looking for a **Research Specialist** focused on trade, trade facilitation and related issues. This is a nationally recruited position within the Research Division, open to **qualified candidates who are nationals of the People's Republic of China**.

CI is an intergovernmental organization dedicated to promoting economic cooperation and integration in the CAREC region and along the Silk Road through knowledge generation and sharing. It is jointly shared, owned, and governed by eleven member countries: Afghanistan, Azerbaijan, the People's Republic of China (PRC), Georgia, Kazakhstan, the Kyrgyz Republic, Mongolia, Pakistan, Tajikistan, Turkmenistan, and Uzbekistan. It serves as the knowledge support arm of the CAREC Program. The Institute is headquartered in Urumqi, Xinjiang Uygur Autonomous Region, the PRC.

According to the CAREC Institute Strategy 2026-2030, Trade and Trade Facilitation will be a key priority for CI's research activities.

Functions and Responsibilities

The Trade and Trade Facilitation Specialist will support CI's trade-related analytical work and regional cooperation activities, with a focus on China's role in CAREC trade. Key responsibilities include:

1. Research & Analytical Work

- Conduct applied research on trade, trade facilitation, customs cooperation, e-commerce, SPS/eSPS, logistics performance, and cross-border value chains in the CAREC region, with a strong emphasis on PRC–CAREC trade corridors.
- Prepare policy-oriented studies aligned with CAREC Strategy 2030 priority clusters (trade, economic corridors, digital connectivity, and private sector development).

2. Support to CAREC Trade Initiatives

- Actively engage in CAREC Trade, Customs, and E-commerce Working Groups, representing CI's analytical and knowledge role.
- Support CI's collaboration with the PRC agencies, and Xinjiang Uygur Autonomous Region for advancing trade facilitation initiatives.

3. Project Development & Resource Mobilization

- Develop research proposals, concept notes, and technical inputs to attract external funding for trade and trade facilitation research.
- Contribute to the design and implementation of regional technical assistance

projects related to trade reforms, border modernization, and digital trade.

4. Data & Evidence-Based Analysis

- Conduct data collection and management for trade flows, border crossing points (BCPs), logistics indicators, CAREC Corridor Performance Measurement and Monitoring (CPMM) data, and customs statistics.
- Perform descriptive and quantitative analysis to generate evidence-based policy recommendations.

5. Coordination & Stakeholder Engagement

- Liaise with PRC national and provincial authorities, CAREC member countries, development partners, and international organizations involved in trade and border management.
- Facilitate dialogue between CI and PRC institutions involved in customs, quarantine, logistics, and cross-border trade.

6. Publications & Knowledge Outputs

- Complete and publish at least two knowledge products (e.g., policy brief, working paper, book chapter, or journal article) annually in English.
- Contribute to flagship regional reports related to trade and trade facilitation.

7. Knowledge Sharing & Events

- Assist in organizing trade-related conferences, workshops, capacity-building programs, and regional policy dialogues.
- Support administrative and financial documentation related to research activities.

8. Other Duties

- Perform any other relevant tasks assigned by the Research Division leadership in alignment with institutional needs.

Qualifications and Selection Criteria

- Master's degree, preferably Ph.D, in international trade, trade facilitation, customs administration, economics, supply chain management, or related fields. Graduates with PhDs obtained through part-time, non-residential, or accelerated formats will only be considered if supported by a strong publication record, academic rigor, or equivalent professional achievements.
- At least 5 years of experience in trade policy analysis, customs and border procedures, logistics/trade facilitation, or regional economic cooperation.
- Strong skills in research design, data analysis, and policy writing.
- Proficiency in statistical/econometric software (SPSS, Stata, EViews, Python, or similar).
- Must be fluent in English with excellent writing and presentation skills.
- Demonstrated experience working with government agencies, customs authorities, or international organizations is an advantage.

Application Requirements

- Applicants must submit at least two relevant research papers or reports in which

the applicant is the main author, and a complete list of publications, reports, and other relevant research outputs in the past five years, as supporting documents to demonstrate their qualifications and research expertise.

Immediate Reporting Relationships

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

Other Information

- This is a 3-year fixed-term appointment with a possible extension.
- The CI offers an internationally competitive compensation package and flexible work arrangements.