



**UNITED NATIONS
UNIVERSITY**

MACAU SPECIAL ADMINISTRATIVE REGION OF CHINA VACANCY ANNOUNCEMENT

Offsite Research Assistant - Migrant Worker Based in Kuala Lumpur, Malaysia (1-month Consultant Contract)

Organizational Unit : United Nations University Institute in Macau
Reference Number : 2020/UNU/MACAU/CTC/ORR/32
Applications to : apply_macau@unu.edu
Closing Date : 6 April 2020

United Nations University Objectives

The United Nations University (UNU) is an international community of scholars engaged in research, postgraduate training and dissemination of knowledge in furtherance of the purposes and principles of the United Nations, its Peoples and Member States. It serves as a think tank for the United Nations system, contributes to capacity building—particularly in developing countries—as well as a platform for new and creative ideas and dialogue. In addition to the UNU Headquarters located in Tokyo, UNU has established fifteen institutes and programmes worldwide. For more information please visit <http://unu.edu>.

United Nations University Institute in Macau

United Nations University Institute in Macau is a research institute at the intersections of information and communication technology (ICT) and international development. The Institute conducts policy-relevant research and generates solutions, addressing key issues expressed in the UN 2030 Agenda for Sustainable Development through high-impact innovations and frontier technologies. Through its research, UNU Institute in Macau encourages data-driven and evidence-based actions and policies to achieve the Sustainable Development Goals. One of the institute's mission is to nurture the next generation of interdisciplinary computing, information and social scientists, and engineers to be thought leaders in the field of ICT for development. To this end, the institute seeks to build a team of experts to help deliver the institute's mission and work plan.

Migrant Worker Recruitment Project

The United Nations University, Institute in Macau has been commissioned by the International Labour Organisation (ILO) under the FAIR project¹ to undertake a research study on migrant workers use of technology during recruitment.

The aim of the research is to better understand and harness opportunities to use digital technology in facilitating/ensuring fair recruitment practices, in view of informing a potential pilot activity working with technology in recruitment processes. The research will also look at how workers use the ITUC's MRA platform², so as to inform the roll out and sustainability strategy of this online tool. The research takes a migration corridor approach in keeping with the FAIR project, and include migration from Nepal, Sri Lanka and The Philippines to Malaysia and Hong Kong

Responsibilities:

Under the guidance and direct supervision of the project lead, successful candidates, who will be offsite, based in the location designated location shall be entrusted with the following tasks:

1. Act as enumerator for surveys for migrant workers in Malaysia.
2. Lead focus group discussions as well as translate and transcribe all interviews into English
3. Undertake at least 5 interviews as well as translate and transcribe discussions into English

The Research Assistant will be required to complete a mandatory training session with UNU in Macau team prior to data collection. More details of each of these key tasks are included below.

1) Survey

The Offsite Research Assistant will be required to act as an enumerator for surveys. The table below provides details of quota for respondents, by gender and nationality.

Nationality	Male	Female
Nepal	24	5
Filipino	7	18
Sri Lanka	18	7

The following inclusion and exclusion criteria apply for all respondents:

- Country of citizenship: Nepal, Philippines, Sri Lanka
- Access to at least one of the following ICTs: personal computer or laptop, mobile phone, tablet, internet

All surveys will be undertaken electronically using SurveyMonkey predominantly or paper-based where relevant.

2) Focus group

The Offsite Research Assistant will conduct 3 Focus group discussions, lasting not more than 60 minutes each and consisting of 3-5 participants per group. Guiding questions will be provided to the

¹ https://www.ilo.org/global/topics/labour-migration/projects/WCMS_405819/lang--en/index.htm

² Migrant Recruitment Advisor Platform: <https://www.recruitmentadvisor.org/>

successful applicant. Based on the nature and the type of workers, corridor specific demographics of migrant workers can be found below.

- Nepal to Malaysia: all male in manufacturing / services sector
- Sri Lanka to Malaysia: all male in any sector
- Philippines to Malaysia: all male in any sector

The Offsite Research Assistant will be required to translate and transcribe all focus group recordings into English as part of this package.

3) Interview

The Offsite Research Assistant will conduct at least 5 key informant interviews, lasting not more than 60 minutes each. Guiding questions as well as contact details of informants will be provided to the successful candidate.

The Offsite Research Assistant will be required to translate and transcribe all interview recordings into English as part of this package.

Required qualifications and experience:

Under the guidance and direct supervision of the project lead, successful candidates, who will be offsite, based in the location designated location shall be entrusted with the following tasks:

- Able to work and with eligible work authorization in the designated location (i.e. Kuala Lumpur, Malaysia)
- At least a Bachelor's degree in a relevant area (migration studies, social sciences, economics)
- At least two years of work experience as a researcher (including field work)
- Experience moderating focus groups / leading interviews
- Fluent in at least one of the following languages: Nepalese, Filipino, Sinhala, Tamil, Malay and English
- Good communication skills (both written and speaking)

UNU is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities to apply and become part of the organisation.

UNU has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNU, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination.

Remuneration:

Remuneration will be at USD\$3,000 upon completion of the project deliverables as listed above, within 28 days of package commencement.

UN income is not subject to taxes in Macau. The contractor will be responsible for paying local taxes and other fiscal obligations.

This is a locally recruited post; no relocation allowances apply. The successful candidate will be employed as an individual contractor and will not hold international civil servant status, nor is he/she a "staff member" as defined in the United Nations Staff Rules and Regulations.

The Institute accepts no responsibility for the medical and life insurance or costs arising from accidents and illness incurred during the contract period.

Duration of contract: 1 month

Starting date: 15 April 2020

Application Procedure:

Interested applicants should submit their applications by email to apply_cs@unu.edu by April 6, 2020, and must include the following:

- A cover letter setting out how the qualifications and experience match the requirements of the position;
- A curriculum vitae
- A completed and signed [UNU Personal History \(P.11\)](#) form downloadable from the [UNU website](#) (please avoid using similar forms provided by other United Nations organizations);
- A subject line "Application for Offsite Research Assistant – Malaysia (Ref No: 2020/UNU/MACAU/CTC/ORR/32)"

Please note that applications received after the closing date will not be considered and only short-listed candidates will be offered the opportunity to interview for this position.