



**Position - Data Enumerator (Two positions)**

**Tenure - 1 year**

### **About the Organization**

Saajha, a non-profit organization, is missioned to enable parents of children studying in government schools to be partners in their child's education. We are building an ecosystem for parents to feel connected and supported in their efforts to impact the lives of children and drive transformative change. Saajha, since its inception in 2014, has worked across 2000+ schools in Delhi, Maharashtra, Jharkhand and Karnataka. Listening to parents has been at the core of our work.

Saajha's work has been recognised by Echoing Green Fellowship, Forbes India award, NASSCOM award for technology and Action for India Tech Challenge. With the pandemic and lockdown in place, parents now have to play an even more challenging role to support a child's learning at home when schools are shut and the entire paradigm shift has changed how learning is happening at home.

In such a scenario, it's even more important to support parents and build their capacities to support their child's learning. One of Saajha's programs currently focuses on directly working with 3000 parents across Delhi and envisions supporting 10,000 parents next year onwards. As we've seen in the last 7 years in Delhi, parents can play a pivotal role in the child's overall development and learning at home when supported well. This role entails supporting parents to enable them in supporting the child and child's learning at home.

### **About the role:**

We are looking for a team member for the process improvement program to help on the data collection, call quality, field work, report writing and closely with the program team to accomplish the role objectives.

**Enumerators (Engagement for 1 year)**

**Job Descriptions**

*Interested candidates can apply [here](#).*

- Responsible for listening to recorded audio files and gathering data as per the mentioned indicators.
- Need to submit daily tasks and attend updates on scheduled meetings.
- Able to understand data discrepancies and identify them as per need.
- Review data gathered from an interview to check if they are complete and accurate.
- Able to maintain a database and report accordingly.

### **Qualifications**

- 1) Minimum Bachelor's degree or its equivalent.
- 2) Related work experience in data collection and field work, preferably from the Social sectors (preferably at least 6 months).
- 3) Written and oral communication skills, Hindi mandatory.

### **Personal Attributes**

- 1) Committed to deadlines and tight schedules
- 2) Solution oriented and positive attitude
- 3) Maintaining integrity at work
- 4) Flexible and proactive

If interested, send your CV along with a cover letter to [careers@saajha.org](mailto:careers@saajha.org) with Subject Head as "Data Enumerator".

### **Selection Process:**

- Telephonic Interview
- Assignment
- Personal Interview

### **Remuneration:**

The salary will be up to INR 4 to 4.5 lakhs per annum(negotiable for right talent)

*Interested candidates can apply [here](#).*