



UNIVERSITY OF MAURITIUS

VACANCY

Applications are invited from suitably qualified candidates for the post of **Research Assistant (Part-Time, Task-Based)** to work for the **Centre of Excellence in Green Development and Sustainability at the University of Mauritius**.

Qualifications Required

- A degree in Economics, Environmental Studies, Statistics, Mathematics or Social Sciences.

Profile

Candidates must have:

- Good research, analytical, communication and scientific writing skills.
- Adequate knowledge in Green Development and Sustainability.
- Good organisation and problem-solving skills.
- Good communication and interpersonal skills, with the ability to engage effectively with stakeholders from government, the private sector, academia, civil society and development organisations.
- Ability to assist in coordinating meetings, workshops, seminars and training activities.
- Ability to prepare concept notes, project proposals, presentations, reports, among others.
- Good computer and quantitative analytical skills in standard office applications and statistical software like SPSS, Stata, R, or Excel.
- Ability to work effectively as part of a multidisciplinary team.

Responsibilities & Duties

- Conduct a comprehensive literature review
- Identify potential areas of research, research gaps and opportunities for collaborative research aligned with the objectives of the Centre.
- Assist in organising meetings with various stakeholders.
- Prepare meeting agendas, minutes, briefing notes and follow-up communications.
- Assist in preparing research concept notes, project proposals, policy briefs, presentations and reports.
- Carry out analyses, document progress and prepare written reports and presentations on activities undertaken.
- Identify potential funding opportunities and research partners at national, regional and international levels.
- Contribute to the preparation of training materials and other relevant resources.
- Collect, input and analyse data
- Report to the Principal Investigator and other team members; and
- Report and paper writing, as well as presentation of obtained results.
- Perform any other cognate duties related to the effective implementation of the Centre's activities.

Duration and Remuneration

Appointment Type: **Part-Time, Task-Based**

Duration: **Four (4) Months**

Total Remuneration: **Rs 50,000**

The proposed starting date is **November 2026**

TASK 1: Research Review, Identification of Priority Research Areas and Promotion of the Centre's Visibility (Duration – 2 months - Rs 25,000)

- Work on key research gaps, emerging issues and priority areas for research aligned with the objectives and pillars of the Centre.
- Collect data and relevant documents including national policies, strategies, programmes and ongoing initiatives relating to green development, sustainability, climate change and resilience, the blue economy, and energy and water security.
- Assist in updating and maintaining the Centre's website, ensuring that information on its activities, research outputs and upcoming events is accurate and up to date.
- Collect and organise relevant data and information for the development and updating of the Centre's Sustainable Development Goals (SDGs) Dashboard, including indicators, progress measures and relevant institutional initiatives.
- Assist in preparing content for the Centre's website, newsletters, reports, presentations and other communication materials to promote its activities and achievements.

TASK 2: Stakeholder Engagement, Development of Training and Capacity Building Materials (Duration – 2 months - Rs 25,000)

- Map key stakeholders, institutions and potential research partners in government, the private sector, academia, civil society and development organisations working in green development and sustainability.
- Support the preparation and coordination of stakeholder meetings, workshops and consultations, including agendas, briefing notes, minutes and follow-up actions.
- Assist in developing research concept notes and project proposals aligned with the Centre's objectives and identified research priorities.
- Contribute to the development of training and capacity-building materials in collaboration with relevant stakeholders and potential partner institutions.

Mode of Application (*Applications must be sent by email ONLY*)

Letter of application together with a detailed *Curriculum Vitae* and photocopies of qualifications, birth certificate, marriage certificate (if applicable), testimonials and equivalence of qualifications (where applicable) should be sent to **the Dean of the Faculty of Social Sciences and Humanities (Attention: Professor Sanjeev Kumar Sobhee and Dr Verena Tandrayen-Ragoobur), University of Mauritius** by email address (e-mail: sksobhee@uom.ac.mu and v.tandrayen@uom.ac.mu) and copied to (deanfssh@uom.ac.mu) by **28 October 2026**.

The email should be clearly marked “**Research Assistant (PT-Task-Based) for the Centre of Excellence in Green Development and Sustainability**” in the subject.

Applications received after the closing date will not be considered.

The University reserves the right:

- to call for interview only the most appropriate and best qualified applicants.
- not to make any appointment as a result of this advertisement.
- to conduct a written/apptitude test as and when required.

19 October 2026

Dean, Faculty of Social Sciences and Humanities