Moses Kotane Research Institute

Research · Innovation · Excellence

EMPLOYMENT OPPORTUNITY

POST TITLE: **RESEARCH ASSISTANTS-STATISTICS**

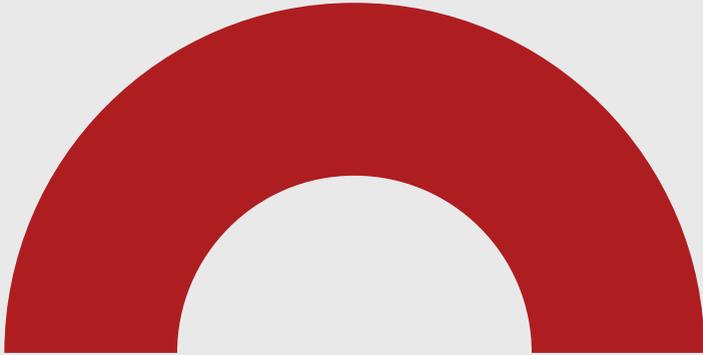STIPEND: R16 000 PER MONTH (24 MONTHS ONLY)

NO. OF POSTS: 1

CENTRE: DURBAN, MKRI OFFICE

REFERENCE: EL/RA_STATS-03/2025

CLOSING DATE: 29 SEPTEMBER 2025

Visit our website to apply

@moseskotaneresearchinstitute
www.moseskotaneinstitute.com

EMPLOYMENT OPPORTUNITY
RESEARCH ASSISTANTS-STATISTICS
REF: EL/RA_STATS-03/2025

STIPEND: R16 000 PER MONTH (24 MONTHS ONLY)

NO. OF POSTS: 1

CENTRE: DURBAN, MKRI OFFICE

CLOSING DATE: 29 SEPTEMBER 2025

BACKGROUND:

The Moses Kotane Research Institute (MKR) is mandated to stimulate a sustainable provincial economy through research, development and innovation; and to strategically lead in innovation and maritime co-ordination and implementation activities to respond to the needs of the provincial economy. In order to fulfil its mandate, the Institution is looking to appoint a graduate who is a South African Citizen, to support a growing demand for research services across the institution. This includes assistance with academic writing, data collection tools development, data analysis, research coordination, and publications.

REQUIREMENTS:

The ideal candidate must be in possession of NQF Level 9 in Statistics/Mathematics or related ▮ Must have a Valid driver's License ▮ Must have at least 3 - 5 years' experience in a research-intensive or analytical role in the related fields. ▮ Demonstrated ability to conduct independent and collaborative research ▮ Proven experience in working with quantitative methods, processing and analysis of data. ▮ Experience in contributing to policy briefs, or academic publications ▮ Proficiency in Microsoft Excel and at least one data analysis software   Experience in a data management role will be added as an advantage.

ESSENTIAL KNOWLEDGE, SKILLS AND COMPETENCIES REQUIRED:

The successful candidate must have: ▮ Strong analytical and problem-solving skills. ▮ Dynamic and highly committed to working in a fast-paced environment. ▮ Good understanding of the procedures used in gathering and reporting statistics. ▮ Excellent verbal and communication skills, attention to detail and ability to follow set deadlines. ▮ Ability to work independently and in a team.

KEY RESPONSIBILITIES:

The successful candidate will be required to: ▮ Conduct economic research ▮ Support development and implementation of data collection methodologies and tools to optimize data quality for research projects. ▮ Assist the Institute with the development and maintenance of data management systems. ▮ Maintaining data quality standards to preserve the integrity of data and findings ▮ Contribute to publications.

DIRECTIONS TO APPLICANTS:

Interested applicants are encouraged to apply by submitting their applications to: **https//forms.gle/j5j7NQG2YYeec46777**. The application must **clearly state the position applied for and the corresponding reference number on the subject line** must include a detailed copy of a CV, recently certified copies of (1) ID, (2) driver's license and (3) certified copies of relevant qualifications (not older than 6 months). Applicants are to ensure that they submit all required documentation stated above, as failure to do so may lead to disqualification of the application during the selection process.

For any technical queries contact the HR Administrator at **recruitment@moseskotane.com**. Candidates who have not heard from MKRI within 6 weeks from the closing date can consider their application unsuccessful. Applicants will be disqualified for any incorrect information supplied.

After the interviews and technical exercises, where applicable, candidates recommended for appointment will be taken through competency testing and verification processes.

The Moses Kotane Research Institute is an equal opportunity, affirmative action employer and preference will be given to suitably qualified candidates from designated groups in terms of Employment Equity Act, 1998. The Institute reserves the right not to make