

No: IPHS/2021/Ads/1/54/96

Date: 4th May 2026

Position: Field Volunteer

Location: Guwahati, Assam

Number of Posts: 1 (One)

Duration of Position: 6 months

About IPHS:

The Indian Institute of Public Health Shillong (IIPH-Shillong) is a northeast regional institute of public health. It was established in 2015 by the PHFI in collaboration with the Government of Meghalaya to redress the limited institutional and systems capacity in public health in the North East Region of India. IIPH-Shillong is an autonomous educational & research institute of the IIPH Shillong Society, registered under the Meghalaya Society registration Act of 1983.

Project Title and Brief

“Margins of Access: Lived Experiences of Women Vendors to Access Water, Sanitation and Hygiene (WaSH) in Street Situations of North-eastern India.” funded by Indian Council of Social Science Research – ICSSR, New Delhi. The study aims to document the lived experiences of women and men street vendors in accessing toilets and WaSH facilities across Northeastern India. The objectives include:

- i. Examining gender differences in WaSH access experiences
- ii. Documenting WaSH-related health issues among vendors in Assam and Nagaland
- iii. Assessing economic losses related to WaSH in street situations

The study will involve extensive field-based qualitative and quantitative data collection in Guwahati (Assam). IIPHS invites applications for Field Investigator positions to support data collection activities.

Qualifications

Essential

- a) Bachelor’s degree or Masters degree in Social Sciences, Public Health, Humanities, or related discipline from a recognized institution.
- b) Residents of Assam (for Assam posts) and Nagaland (for Nagaland posts) with strong familiarity with local communities.
- c) Proficiency in local language(s) and English (spoken and basic written communication).
- d) Prior experience in field-based data collection, surveys, interviews, or community work (health or social projects preferred).
- e) Ability to use smartphones/tablets for electronic data collection or willingness to learn platforms such as KOBO or ODK.
- f) Willingness to travel extensively within field areas and work flexible hours as required by the project.

Desirable

- a) Experience conducting interviews, FGDs, or qualitative data collection
- b) Basic knowledge of data entry, data checking, and record maintenance
- c) Experience assisting in transcription and translation of field interviews
- d) Familiarity with working with informal sector populations or vulnerable communities

Roles and Responsibilities

- a) Conduct field-based data collection including interviews, surveys, and discussions with street vendors as per project protocols.
- b) Accurately record responses using electronic data collection tools or paper formats as required.
- c) Ensure informed consent and ethical conduct during all field interactions.
- d) Perform basic data checks for completeness and consistency before submission.
- e) Assist in data entry, cleaning, and organization of collected information.
- f) Support transcription and translation of interviews from local language to English as required.
- g) Coordinate with the Project Coordinator for daily field plans, reporting progress, and resolving field challenges.
- h) Maintain confidentiality and secure handling of all collected data.
- i) Undertake other project-related field tasks as assigned.

How to Apply:

1. Interested candidates may upload the required data in the Google form [link](#)
2. **Last date for receipt of application: 6th May 2026**

CV Format:

1. **Full Name, address, and contact details (including email and phone number).**
2. Educational qualifications – Diploma/degree/s, year, and institute qualified from.
3. Language skills (spoken, written skills), Software skills.
4. Work experience (position/job title, organization, duration) if none please state NIL.
5. Research experience and Publications (if any).
6. Referees (two persons who you have worked or trained under).
7. Any other relevant information.

General Instructions:

1. The Institute reserves the right to withdraw any advertised post at any time without giving any reason.
2. Mere eligibility will not entitle any candidate for being called for interview. In case the applicants are more in number; a Screening Committee shall short-list the most suitable candidates to be called for the interview.
3. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment process, he/she will be disqualified and their candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment.
4. Only shortlisted candidates will be called for interview. Shortlisted candidates, called for interview, will bear the expenses on travel and stay.

5. The Institution reserves the right to reject any application without assigning any reason whatsoever.
6. The Institute reserves the right to Revise/Reschedule/Cancel/Suspend the recruitment process without assigning any reason. The decision of the Institute shall be final and no appeal shall be entertained.
7. Any corrigendum/changes/updates shall be available only on Institutes website: www.iiphs.ac.in.
8. The candidates are required to bring with them copies of all relevant testimonial documents self-attested along with the original certificates at the time of interview.
9. Applications that are incomplete and/or unsigned will be summarily rejected.
10. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/ her agency.
11. Applications received after the prescribed date will not be entertained.
12. Canvassing in any form and or/bringing in any influence political or otherwise will be treated as a disqualification for the post.
13. Minimum Educational Qualifications; applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement.
14. Candidates must be in sound bodily health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority as Institute may require.
15. The competent authority reserves the right to extend the closing date for receipt of applications and also reserves the right to postpone/cancel the recruitment exercise.

Sd/-

Registrar

Indian Institute of Public Health Shillong

Lawmali, Shillong - 793001