

DATA QUALITY REVIEW

Dvara Research seeks two interns for an immediate, 1.5-month term role focused on data quality review. This position, preferably Hybrid (2 days in Bangalore), involves validating field survey data and maintaining exceptional standards of data accuracy.

Roles and responsibilities:

- **Audit Data:** Conduct data audits, including audio audits, to ensure accuracy and completeness of data
- **Record & Analyse Data:** Extract data from the audio audits and identify any inconsistencies or anomalies
- **Develop Checks & Standards:** Collaborate with the team to develop and implement additional quality control checks as required
- **Documentation and reporting:** Prepare detailed quality control (QC) reports to document identified inconsistencies and errors

Expected skills:

- Native proficiency in Hindi (spoken and written, since the surveys were conducted in Hindi)
- Familiarity with spreadsheet software (e.g., Excel, Google Sheets)
- Exceptional attention to detail with strong error identification and troubleshooting capabilities
- Strong analytical thinking with the ability to spot trends and inconsistencies in data
- Commitment to quality, ensuring adherence to high-quality standards

Qualification:

- Open to candidates pursuing or who have completed undergraduate studies
- Prior experience in data QC is an advantage

Remuneration and Location:

1. The remuneration offered will be ₹20,000 per month
2. Preferably hybrid, based in Bangalore (2 days/week) / first few days in Bangalore, followed by fully remote

Duration: This is a short-term internship lasting 1.5 months, commencing immediately to support high-priority quality control tasks.

Application Instructions:

Interested candidates may send their CV and cover letter to jobs.research@dvara.com explicitly mentioning “*Intern [Your Name]*” in the subject line along with the words “*DWMM*” which stands for Digitising Women’s Money Management (the project name). Only shortlisted candidates will be contacted for further consideration.

Organisation Profile

Dvara Research is an independent, non-partisan, not-for-profit policy research institution based in India. Its mission is to ensure that every low-income household and every small enterprise has complete access to suitable financial services and social security through a range of channels that enable them to use these services securely and confidently.