

**Research Associate (Public Administration)
Nanyang Technological University**

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Posted Jun. 23, 2025, set to expire May 6, 2026

Job Title	Research Associate (Public Administration)
Department	Nanyang Centre for Public Administration
Institution	Nanyang Technological University Singapore, , Singapore
Date Posted	Jun. 23, 2025
Application Deadline	Open until filled
Position Start Date	Available Immediately
Job Categories	Professional Staff
Academic Field(s)	Public Policy & Administration Political Science - International Political Science - General Social Sciences - General
Job Website	https://ntu.wd3.myworkdayjobs.com/en-US/Careers/details/Research-Associate--Public-Administration-_R00021114

Apply By Email

Job Description

The Nanyang Centre for Public Administration (NCPA), at the College of Humanities, Arts, and Social Sciences, Nanyang Technological University (NTU), Singapore is seeking applications for the position of Research Associate.

NCPA's core research areas are broadly categorised into Asia Governance and Public Administration;

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Global Talent Strategies and Transnational Networks; Philanthropy and Social Sector Governance; and Transnational Knowledge Transfer and Dynamic Governance.

The Research Associate to be engaged for 2 years will work closely with the PI and Research Fellows in NCPA. He/she will assist the NTU team to provide operational support as well as perform project management tasks to ensure timely delivery of project outcomes.

Key Responsibilities:

- Work under close supervision of PI and Research Fellows in NCPA.
- Conducting literature reviews, data analysis and synthesis and supporting the publication and dissemination of results and findings in reports, conference papers, academic journals, opinion editorials and book manuscripts.
- Provide support in research activities and projects including but not limited to the Social Lab, conferences, seminars and workshops
- Assist the research team in the maintenance and management of data to ensure compliance with NTU Research Policy and Data Management Plan.
- Assist in any ad hoc administrative tasks related to the research project including but not limited to compiling of research reports, management and monitoring of research budget and oversee travel (flight and accommodation) arrangements for the research team.

Job Requirements:

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Master's degree in public administration, public policy, Asian Studies, political science, international political economy and any other relevant fields from a reputed university.

- At least three years of relevant experience.
- Ability to work collaboratively with team members is particularly welcome.
- Strong background and demonstrated experience in research, field work, data collection and analysis, and publication.
- Demonstrated experience using both quantitative and qualitative research methodologies would be preferred.

Applicant must state their work plan and demonstrate how their expertise relates to the research programmes and provide cover letter, CV and one writing sample.

We regret to inform that only shortlisted candidates will be notified.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Nanyang Centre for Public Administration
Nanyang Technological University
Singapore

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