

SOUTH EASTERN UNIVERSITY OF SRI LAKA
Accelerating Higher Education Expansion and Development Operation

Invitation for Expression of Interest

Enumerator on Assignment Basis

Prospective candidates are invited to send their CV's on or before **10th of March 2022 (Thursday)** by email cordorseusl@gmail.com to reach **before 4.00 p.m.** for the Post of Enumerators on Assignment Basis for Data collection, Data entry, Data processing, and operator (AHEAD/RA3/DOR/SEU/FMC/OVVA 10), under Development Oriented Research (DOR) Faculty of Management and Commerce, South Eastern University of Sri Lanka.

1. Required Qualifications & Experience

- O/L or equivalent appropriate qualifications.
- Good team player, strong communication, good interpersonal relations, and computer literate.
- Prefer more experience in data collection, entry, and operating.

2. Required Professional Competencies

- Ability to work anytime on Assignment basis.
- Comfortable traveling alone and walking during the summer for long periods of time.
- Ability to pay full attention to what others are saying, understand the points being made and ask appropriate questions.
- Ability to listen carefully follow instructions relating to the selection of respondents and recording of responses.
- strong communication, negotiating skills, and good interpersonal relations

3. Method of Selection

This is based on the assignment method. The contract of appointment shall be on research paper wise and tasks will be assigned by the coordinator. Applicant should send a detailed CV by email to cordorseusl@gmail.com to reach before 04.00 pm on 10.03.2022. Late submission of CV will not be considered. Review of applications will begin immediately after the deadline and shortlisted candidates will be informed through the phone for an interview.

4. Background

The Sri Lankan government has decided to conduct a series of awareness campaigns to facilitate the implementation of the recently launched Enterprise Sri Lanka interest subsidy loan scheme. Its main aim is to empower rural areas with a culture of entrepreneurship and improve the overall standard of living. The government intends to facilitate grassroots development in the district by empowering its people. Underlying the above government initiative and project scheme, this particular study also aims to target the research objectives to be implemented in the Eastern province of Sri Lanka. The government initiative and scheme will provide the platform for this particular research study.

Accelerating Higher Education Expansion and Development (AHEAD) will focus on Expanding, diversifying, and developing the higher education sector in Sri Lanka to drive Economic growth through knowledge-based industrial and service sector activity and on producing graduates of global quality. The Sri Lankan government has decided to conduct a series of awareness campaigns to facilitate the implementation of the recently launched Enterprise Sri Lanka interest subsidy loan scheme. Its main aim is to empower rural areas with a culture of entrepreneurship and improve the overall standards of living.

Enterprise Sri Lanka encompasses an allocation of over Rs. 5.2 billion, comprising 16 credit financing schemes under three categories: the interest subsidy loan scheme, donor-funded refinance loan scheme and financial and non-financial support program. These loan schemes address the needs of small-scale farmers, agro and fish processing establishments, poultry producers, potential home and vehicle buyers, women, and youth. These programs have to be done in the Eastern Province of Sri Lanka. This study Includes 3 Districts of the Eastern province, 9 selected Divisional secretariat areas.

Accordingly, this TOR is meant for obtaining Enumerators for Data collection, Data entry, Data processing, and operator

5. The Operation

Savings rates contribute to reducing poverty at the household level in many poor countries across the globe. The poor utilize savings to smooth out times of financial crises. For these reasons, savings are thought to be a means to escaping a poverty trap. Over the past several decades the concept of asset-building, encouraging savings that will lead to the purchase of financial assets, has emerged out of discussions regarding alternative methods of social and economic development of poor background people.

An overarching goal of this grant project is to build a solid foundation for a Financial Literacy Program at Eastern Province, and with this foundation, begin to actively and strategically promote financial literacy to target groups such as farmers, fishers, poultry producers, women, and youth. A basic construct of this grant proposal is to push beyond providing Financial Literacy information in a passive form of the above to understand credit, loans, budgeting, or debt. Rather the emphasis is placed on the institution identifying (through sound data mining practices) and aggressively reaching out to small scale holders using a “high touch” method of one-on-one meetings with trained professional advisors, Career Coaches, and where possible using trained Peer Mentors to carry the message of the importance of Financial Literacy

6. Objective of the Enumerator

To hire Enumerators on assignment Base to the Development oriented Research (DOR) project for Data collection, Data entry, Data processing, and operator.

7. Scope of the Enumerator

Enumerators will collect data in selected villages in Eastern Province, Ampara, Batticaloa, and Trincomalee districts selected DS areas. It will include small-scale holders such as farmers, fishers, poultry producers, women, and youth in the Eastern Province of Sri Lanka. Detailed data should be collected by the enumerator and should be in touch with the selected community to fulfill research requirements. Questionnaires will be developed & provided to enumerators the most suitable and appropriate data collection tools will be assigned by the project coordinator.

The collected data should be entered Both excel sheets and SPSS and process and operated data will be analyzed for each target DS division area of the district should be submitted to the Project Coordinator

8. Key Tasks and Related Activities

The key tasks of the Enumerator are:

Key Task	Required Deliverable	Time frame
Data collection -gathering and measuring information SME's, in an established systematic fashion that enables one to answer stated research questions, test hypotheses, and evaluate outcomes.	accurate and appropriate data	According to the research paper, the project

Data entry -Transferring data from paper formats into computer files or database systems.	Spreadsheets with large numbers of figures	coordinator will decide.
Data processing & operator -processing Questionnaires, verifying the information, updating document formats, Compiling, verifying the accuracy, and sorting information to prepare source data for computer entry	A report based on Questionnaire data.	

9. Mode of Payment

Payments shall be made on successful completion of assigned tasks from the coordinator on approved PAT's allocated fund under AHEAD/RA3/DOR/SEU/FMC/OVVA 10.

10. Reporting the Deliverables

The Enumerators shall closely coordinate and report to the Project Coordinator. The enumerator shall submit data as per the requirement also be able to attend weekly progress meetings arranged at the South Eastern University of Sri Lanka.

11. Ownership of the Assignment

This assignment is funded by the Ministry of Higher Education via AHEAD-OMST under the program component of AHEAD/UBL. As such, the University shall be the owner of the assignment and will reserve the Intellectual Property Rights for all deliverables of the assignment under the terms and conditions given in the IP policy of the University. The resource person will have no right of claim to the assignment or its outputs once it is completed and **no rights** to use **Data and Information** gathered through the assignment for other purposes without written permission from the Vice-Chancellor of the SEUSL. Any Reports/ Data/Information produced as a part of this assignment shall be handed over to the Client in soft and hard formats.

Prof. AL Abdul Rauf

Project Coordinator,

Development Oriented Research (DOR),

Faculty of Management and Commerce

South Eastern University of Sri Lanka