



# Employer Outreach Report

## India

(Mumbai and New Delhi)

November 2010

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# Gateway House

[www.gatewayhouse.in](http://www.gatewayhouse.in)

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<b>Address</b>	Mahindra Towers, Dr. GM Bhosale Marg, Worli, Mumbai 400 018, India
<b>Contact</b>	Ms. Manjeet Kripalani (SIPA alumna) <b>Title</b> Executive Director
<b>Tel.</b>	(+91-22) 2490 5063 <b>E-mail</b> <a href="mailto:kripalani.manjeet@gatewayhouse.in">kripalani.manjeet@gatewayhouse.in</a>

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## Organizational Overview

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### Mission and Goals

- To be an independent, non-partisan, membership-based organization based on intellectual scholarship.
- To raise awareness about foreign policy among Indians
- To engage Indian business and opinion leaders in dialogue on foreign policy issues
- To produce and disseminate ideas and reports that stimulate the public debate on the foreign policy choices that face India
- To have a diverse, select membership genuinely interested in foreign policy
- To groom the next generation of foreign policy leaders from India

Gateway House: Indian Council on Global Relations is a foreign policy think-tank established in 2009, to engage India's leading corporations and individuals in debate and scholarship on India's foreign policy and its role in global affairs. Gateway House's studies program will be at the heart of the institute's scholarship, with original research by global and local scholars in Geo-economics, Geopolitics, Foreign Policy analysis, Bilateral relations, Democracy and nation-building, National security, ethnic conflict and terrorism, Science, technology and innovation, and Energy and Environment.

The Gateway House: Indian Council on Global Relations endeavor began in New York at the Council on Foreign Relations. Manjeet Kripalani, the Council's 2006-07 Edward R. Murrow Press Fellow there, became inspired by the Council's quest, and by its scholarly capabilities. India – in particular Mumbai – on the rise economically but caught in a geopolitical mesh, needed a

similar institute to help engage citizens and corporations in foreign policy. Indian business had been leading diplomacy for over a decade, but had never leveraged that strength – neither had the Indian government. Upon her return to Mumbai in July 2007, Manjeet, concept paper in hand, called on the city’s businessmen. She targeted companies which had over 40% exports, thinking they would be more interested in foreign policy.

## **Hiring Information**

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### **General Information**

- 12 individual members
- 3 corporate members
- Currently 7 staff
  
- Hot issues
  - Maritime security
  - Geospatial issues

**Full-time Opportunities:** Not at this point

**Candidate Qualifications – skills desired?**

**Will employer consider non-citizens for one-year practical training? Sponsor work visas**

**Hiring/Interviewing Process:**

**Salary Information:**

**Internship Opportunities:** Willing to consider interns

- Interns can come with their own existing research, which they can continue to work on in India or support research that is currently being undertaken by Gateway House
- The Internships are unpaid. Students would have to look for their own funding and housing
  - Rotary Club- may help with contacts or home stays with families overseas
  - Local YMCA in Mumbai
  - Local churches and colleges may have dorm space

## Habitat for Humanity India

[www.habitatindia.in](http://www.habitatindia.in)

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<b>Address</b>	303, Dhanthak Plaza, Makwana Road Marol, Andheri (E), Mumbai 400 059		
<b>Contact</b>	Deepak Visvanathan	<b>Title</b>	Director, Technical Services
<b>Tel.</b>	+912229209851/52 ext. 102	<b>E-mail</b>	<a href="mailto:deepakv@hfhindia.org">deepakv@hfhindia.org</a>

### Organizational Overview

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Habitat for Humanity India has built over 35,000 homes in its 25-year existence providing shelter for over 175,000 citizens. In addition, Habitat India has resource centers in Bangalore, Chennai, New Delhi, and Mumbai. Habitat India has an active disaster response program for reconstruction of homes and communities devastated by tsunamis, earthquakes, and monsoon rains, for example. In addition, Habitat India has programs for sustainable communities that include issues of livelihoods, drinking water and sanitation.

### Hiring Information

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- **Full-time Opportunities:** go to the Habitat India website, you will find jobs posted there.
- **Candidate Qualifications – skills desired?** N/A
- **Will employer consider non-citizens for one-year practical training? Sponsor work visas?**  
N/A
- **Hiring/Interviewing Process:** N/A
- **Salary Information:** N/A
- **Internship Opportunities:** Yes. Not paid, although in-country travel and expenses would be taken care of.
- **Internship Application Process:** Write directly to Deepak Visvanathan with resume and cover letter describing the experience you are looking for... peruse the website first.
- **Internship Qualifications—skills desired:** Students with knowledge of urban planning, mapping demographics, rural development, solid waste management, environmental degradation, civil engineering are much in demand. Public Policy students should have

excellent writing and communication skills with strong research background and analytical skills.

## **IL & FS Education & Technology Services Limited**

[www.ilfsets.com](http://www.ilfsets.com)

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**Address** C – Quadrant, 3<sup>rd</sup> Floor, Bandra Kurla Complex,  
Bandra (E) Mumbai 400051

**Contact** Ms. Riddhi Desai

**Title** Manager - HRD

**Tel.** +91 22 6694 7575

**E-mail** [wasundhara@snehamumbai.org](mailto:wasundhara@snehamumbai.org)

### **Organizational Overview**

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IL&FS is one of India's leading infrastructure development and finance companies. IL&FS incorporated IL&FS Education and Technology Services (IETS), an education-infrastructure development initiative with a one-point agenda - to change the face of learning across the country. IETS' use of technology in education makes learning experience-led, interactive, insight-based and effective. IETS employs over 700 people.

IL&FS also undertakes projects to build or redevelop schools on a Build-Operate-Transfer basis, using public-private partnership.

IETS has diverse experience in the field of education, skills development, e-governance and financial inclusion. With an integrated approach to solution design and delivery, technology is blended and used in a simple yet effective manner.

### **Hiring Information**

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- **Full-time Opportunities**

None identified

- **Desired Skills & Qualifications**

Consulting skills & people skills

Working with complexity

Writing skills and training skills

Reporting

Developing RFP's

Research and conducting case studies

Analytical skills

Project management

IT: Excel/word/MS project

- **Internship Opportunities:**

Internships would be project-based. A mentor would be assigned to the intern. Ability to speak Hindi is not mandatory. Of particular interest to the IETS would be interns able to work with monitoring and evaluation.

- **Internship Application Process:**

Students interested in exploring internships with IL&FS – IETS should contact the HRD Manager. Because of the need for a visa, contact should be made by December for summer internships.

**Additional Information:**

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**Referral/Suggestions to other Organizations potentially interested in our graduates:**

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## Infrastructure Development Finance Company (IDFC)

[www.idfc.com](http://www.idfc.com)

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**Address** Naman Chambers, C-32, G-Block,  
Bandra-Kurla Complex, Bandra (East), MUMBAI 400 051

**Contact** Animesh Kumar **Title** Group Head- HR  
**Tel.** +91 22 4222 2000 **E-mail** [animesh.kumar@idfc.com](mailto:animesh.kumar@idfc.com)

### Organizational Overview

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#### Mission

**“To be the leading knowledge-driven financial services platform, creating enduring value, promoting infrastructure and nation building, in India and beyond”**

Founded in 1997, since 2005, they have built on their vision to be the 'one firm' that looks after the diverse needs of infrastructure development. Whether it is financial intermediation for infrastructure projects and services, adding value through innovative products to the infrastructure value chain or asset maintenance of existing infrastructure projects, they focus on supporting companies to get the best return on investments.

IDFC's growth has been driven by the substantial investment requirements of the infrastructure sector in India combined with the growth in the Indian economy over the last several years. This, coupled with a strong synergy between the company management and key shareholders, and a dedicated team of over 550 people makes IDFC an organization that is committed to improving the face of India's infrastructure sector.

IDFC works closely with government entities and regulators to advise and assist them in formulating policy and regulatory frameworks that support private investment and public-private partnerships in infrastructure development.

## **Hiring Information**

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### **General Information**

Project to grow from \$17 billion to \$60 billion in finance intermediation over the next 5 years. 580 employees.

### **Full-time Opportunities**

- Hiring at Indian campuses has been mixed.
- Typically hire 5-8 people per year.
- Not able to invest in associate management training program due to small scale.
- Prefer to hire people laterally with 4-5 years work experience and a business degree. This eliminates the cost and time invested into training
  - \$40,000- \$50,000 starting salary
- Would be open to hiring non-Indians, but feel that they cannot compete with salary expectations of US business school or professional school graduates. IDFC's salaries while very good for India are not as competitive as firms in other countries. Cannot retain foreigners for long periods of time. Graduates have to deal with loans that are in US dollars, while their salary is in Indian rupees.

### **Candidate Qualifications – skills desired?**

#### **Will employer consider non-citizens for one-year practical training? Sponsor work visas?**

- Willing to support a visa for non-India talent.

#### **Hiring/Interviewing Process:**

#### **Salary Information:**

#### **Internship Opportunities**

- Willing to consider a trial program this summer with 2-3 interns
- Stipend of up to \$1,000 per month; housing may be expensive, rent may run about \$1,000 per month.

#### **Internship Application Process:**

- To be worked out.

#### **Additional Information:**

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**Referral/Suggestions to other Organizations potentially interested in our graduates:**

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## Kotak Mahindra Bank, Ltd.

[www.kotak.com](http://www.kotak.com)

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**Address** Kotak Infiniti, 2nd Floor, Building No. 21,  
Infinity Park, Off Western Express Highway,  
General A K Vaidya Marg, Malad (E), Mumbai 400097

**Contact** Mr. Dipak Gupta **Title** Executive Director/ Group Head of HR  
**Tel.** +91 22 66056825 **E-mail** [dipak.gupta@kotak.com](mailto:dipak.gupta@kotak.com)

**Contact** Mr. Subhro Bhaduri **Title** Executive Vice President–Human Resources  
**Tel.** +91 22 42852079 **E-mail** [subhro.bhaduri@kotak.com](mailto:subhro.bhaduri@kotak.com)

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### Organizational Overview

Kotak Mahindra is one of India's leading banking and financial services organizations, offering a wide range of financial services that encompass every sphere of life. From commercial banking, to stock broking, to mutual funds, to life insurance, to investment banking, the group caters to the diverse financial needs of individuals and corporate sector.

The group has a net worth of over Rs. 79 billion and has a distribution network of branches, franchisees, representative offices and satellite offices across cities and towns in India, and offices in New York, London, San Francisco, Dubai, Mauritius and Singapore servicing around 7 million customer accounts.

Different divisions include: Kotak Mahindra Bank, Kotak Mahindra Old Mutual Life Insurance, Ltd., Kotak Securities, Kotak Mahindra Capital Company, Kotak Mahindra Prime Ltd, Kotak International Business, Kotak Mahindra Asset Management Compant, Ltd., Kotak Private Equity Group, Kotak Realty Fund.

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### Hiring Information

#### Full-time Opportunities

- This year 500 MBAs hired
- Recruited 950 MBA in 2008- mostly retail banking positions, but candidates were recruited for all of their groups.
- Employment path
  - 6 months on the job training program, complete rotation in retail & corporate bank

- 3 months in one area
- After the 9 months assigned to a specific function and unit

### **Desired Skills & Qualifications**

- Ability to work through systems and processes
- Down to earth
- Entrepreneurial
- Self-starters/ new ideas/ creative
- Positive about contributing to the organization

**Will employer consider hiring non-citizens? Sponsor work visas? Yes**

### **Hiring/Interviewing Process**

- Bank faces large attrition
  - Psychometric test to see if person is a good fit and will stay with the organization
  - Competency test
  - Predictive index identification
  - One on one interviews- look at the candidate's aptitude in the field, knowledge of market and products, what they know about the bank, what contributions they want to make to the bank and society.

**Salary Information:** Competitive for Indian salaries, but may not be as competitive if compared to western banks overseas.

### **Internship Opportunities**

- Training received on the shop floor, in the assigned area of research
- Usually 100-150 summer internships across the company. The internships have not been pre-planned. Interns assigned to projects as managers determine their current needs.
- This year looking at 10-15 interns for predetermined positions.

### **Internship Application Process:**

- Applicants will go through two online psychometric tests to ascertain fitment.
- Students should submit resume, cover letter and a brief paper describing their interest in the bank and understanding of the proposed projects.
- Final selection will be done through Video Conferencing.
- Selected students will be provided a letter for the project, with which the student will need to apply for a Visa.
- Once Visa is obtained, tickets will be booked by the company and the student will travel to Mumbai on the specified date.
- Housing arrangements in Mumbai will be made on twin sharing basis by the Bank.

- On arrival students will need to visit the FRRO (Foreigners Regional Registration Office) and apply for residency permit.
- Students will be paid a suitable stipend for the project.

#### **Additional Information**

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- Not an organization of hierarchy

#### **Referral/Suggestions to other Organizations potentially interested in our graduates**

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## Monitor Inclusive Markets

[www.mim.monitor.com](http://www.mim.monitor.com)

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**Address** 131 Free Press House, Free Press Journal Marg,  
Nariman Point, Mumbai 21, India

**Contact** Naina Batra                      **Title** Director/MIM HR and Recruitment  
**Tel.** +91 22 6658 2025                      **E-mail** [Naina\\_Batra@Monitor.com](mailto:Naina_Batra@Monitor.com)  
+91 22 6658 2000

### Organizational Overview

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Monitor Group has 25 years of experience working with leading corporations, governments and social sector organizations around the world, providing them with an integrated resource for growth.

Monitor seeks to employ expertise and experience in India to create meaningful and sustainable impact in society through Monitor Inclusive Markets (MIM). In 2006, Monitor's India office began this initiative to focus on using market-based solutions to create social change by improving the lives of lower-income Indians. MIM does this by identifying, developing and catalyzing business models that engage the poor in socially beneficial markets.

Monitor Inclusive Markets was founded in 2006 in order to understand and catalyze activity in the space of market-based solutions. It aims to do this by understanding the business models of market-based solutions currently operating in the B60 space and then driving select, meritorious solutions towards achieving scale and commercial viability, in the process bolstering social progress through local (B60-level) economic and market development.

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## **Hiring Information**

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### **Full-time Opportunities**

- Analytical testing groups
- Growing the Inclusive Markets practice. Trying to replicate in Mexico the work they are doing in India. Doing more work in Africa.
- 15 people currently. Looking to grow to 30

### **Desired Skills & Qualifications**

- Skills required depend on point of entry.
- Analyst → undergrad
- Consultant → undergrads or grads with two years experience - any type of experience
- Strong social interest

### **Will employer consider non-citizens? Sponsor work visas?**

- MIM will do all Visa support and will take care of relocation.

### **Hiring/Interviewing Process**

- Case study interview to be conducted either over the telephone or in one of the U.S. offices

### **Salary Information**

- Salary is 70% of what Monitor's commercial practice pays
- MIM- only social sector projects

### **Internship Opportunities**

- A stipend is provided for internships

### **Internship Application Process**

- Write to Naina Batra regarding interest in an internship

## **Additional Information**

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- Looking at micro-mortgages, incubated a housing development.
  - Financing of RP 100,000- 200,000 loans for 20-30 years
- Identifying next MFIs for India
- A lot of implementation work
- New projects focus on clean drinking water distribution in urban settings

**Referral/Suggestions to other Organizations potentially interested in our graduates**

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**Society for Nutrition, Education and Health Action (SNEHA)**

[www.snehamumbai.org](http://www.snehamumbai.org)

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**Address** 4<sup>th</sup> Floor, Urban Health Centre  
60 Feet Rd, Dharavi, Mumbai 400017

**Contact** Dr. Wasundhara Joshi, MD

**Title** Executive Director

**Tel.** 24042627

**E-mail** [wasundhara@snehamumbai.org](mailto:wasundhara@snehamumbai.org)

**Organizational Overview**

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SNEHA is a voluntary, secular, non-profit organization, SNEHA addresses the special needs of slum women and children in Mumbai by working to improve their health.

Areas where SNEHA works include:

- Maternal and newborn health
- Violence against women and children
- Child health and nutrition
- Health and education services
- Family-based counseling

SNEHA's program is research-based. Additional functions of SNEHA are:

- Community research
- Cluster randomized trials
- Evaluation systems

**Hiring Information**

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• **Full-time Opportunities**

None identified. In general, SNEHA welcomes inquiries from graduates and post-graduates with at least 1-2 years of experience in the health and development sector. Send inquiries to [snehamumbai@snehamumbai.org](mailto:snehamumbai@snehamumbai.org) or [hr@snehamumbai.org](mailto:hr@snehamumbai.org)

• **Desired Skills & Qualifications**

Program evaluation

Research – small spinoffs of larger research projects

Qualitative analysis

Writing (policy)

Translation

- **Internship Opportunities:**

The areas that public policy student interns could fit into SNEHA's work:

**Research**

Professional and student volunteers may assist in conducting research and data analysis pertaining to our various projects, or by providing technical support in the form of research design, data entry and reporting.

**Medical**

Medical health professionals and students, as well as clinical counselors and social workers may contribute to our programs through direct service provision and training.

**Development & Communications**

Volunteers may contribute through staff training and workshops, fundraising, developing communication material or by offering their expertise in graphic design, writing, filmmaking and photography to further SNEHA's mission.

**Other**

Anyone who wishes to assist SNEHA in a variety of capacities, ranging from documentation, leading courses and workshops, performing community outreach, assisting at events, and so on, is welcome to volunteer.

- **Internship Application Process:**

Students interested in exploring program evaluation internships with SNEHA should contact Neena Shah More, Program Director and the person most responsible for evaluation of SNEHA's programs. [neena@snehamumbai.org](mailto:neena@snehamumbai.org)

**Additional Information:**

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More information about volunteering at SNEHA, as well as an application, can be found in the Volunteer Handbook at

[http://www.snehamumbai.org/download/SNEHA\\_Volunteer\\_Handbook.pdf](http://www.snehamumbai.org/download/SNEHA_Volunteer_Handbook.pdf)

**Referral/Suggestions to other Organizations potentially interested in our graduates:**

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# Yes Bank

[www.yesbank.in](http://www.yesbank.in)

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**Address** Nehru Centre, 9th floor,  
Discovery of India, Dr. A.B. Road, Worli,  
Mumbai – 400 018, India.

## Contact

Name	Title	Email	Tel.
Viraal Balsari	Chief Sustainability Strategist Responsible Banking	viraal.balsari@yesbank.in	91 22 6669 9288/ 91 22 6669 9000
Binoj Vasu	Executive Vice President & Chief Learning Officer	binoj.vasu@yesbank.in	91 22 6669 9123/ 91 22 6669 9000

## Organizational Overview

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YES BANK, India's new age private sector bank, is an outcome of the professional entrepreneurship of its Founder, Rana Kapoor and his highly competent top management team, who wished to establish a high quality, customer centric, service driven, private Indian bank catering to the "Future Businesses of India". YES BANK has the only Greenfield license awarded by the RBI in the last 15 years, associated with the finest pedigree investors. YES BANK has developed into a "full service" commercial bank that has steadily built Corporate and Institutional Banking, Financial Markets, Investment Banking, Corporate Finance, Branch Banking, Business and Transaction Banking, and Wealth Management business lines across the country, and is well equipped to offer a range of products and services to corporate and retail customers.

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YES BANK has formed a specialized 'Development and Knowledge Banking Division' focusing on key growth sectors like Infrastructure, Food & Agribusiness, Telecommunications, Information Technology, Life Sciences, Infrastructure, Renewable Energy, Media & Entertainment, Manufacturing and Textiles, among others. Based on efficient product delivery, industry benchmarked service levels, and strong client orientation, YES BANK already services a number

of leading companies in India.

YES BANK has recently become the first Indian bank to become a signatory to the United Nations Global Compact. YES BANK has also launched YES SAMPANN, a microfinance initiative focused on developing a pioneering strategy of Direct Intervention for the microfinance domain in collaboration with ACCION International, USA.

## Hiring Information

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### General Information

- 171 branches in 141 cities
- Founded in 2004
- People, Planet, Profit – believe in the triple bottom line approach
- Partner with Clinton Foundation
- Ongoing education sessions for various stakeholders
- Stakeholder engagement
- Environmental Social Policy
  - Only Indian bank that follows this approach
  - Factored into every risk analysis and lending decision
- Lending
- Pro bono work → sensitizing people to various issues
- Sustainable research and advisory (responsible corporate citizenship advisory)
- Carbon footprint management
- Reporting
- Innovative and vibrant bank
- Plan on opening 750 branches in the next 5 years
- Growing employees exponentially
- Currently 3,700 employees plan on growing to 12,000 in the next 5 years
- Knowledge banking
  - 90 knowledge reports on various industries
  - Consult clients on these segments
- Value professional entrepreneurship
- Yes School of Banking
  - Talent management
  - Talent attraction

### Full-time Opportunities

- Yes Professional Entrepreneurship Program (YPEP). There are currently 452 YPEPs at the Bank.
- No management training program. Employees go through a 5 week orientation and learn on the job.
- Expect to fill 154 jobs in May.

**Candidate Qualifications – skills desired?**

- Recruit mostly laterals with a few years of working experience.
- On campus recruiting focuses on the premier business schools in India and a few Ivy League Universities.

**Will employer consider non-citizens for one-year practical training? Sponsor work visas?**

Willing to support work visas

**Hiring/Interviewing Process:**

**Salary Information:**

**Internship Opportunities:**

- Internships are needs based.
- Will support a work Visa, but so far only Indians have come on board.
- Have guest houses for accommodations during internship.
- Do not pay for travel.
- Provide a minimal stipend.

**Internship Application Process:**

- Interviewing via video conference if from overseas

**Additional Information:**

- 
- Send some areas our students are interest in- Yes Bank will respond and come up with some specific projects. Did this, but have not heard back.
  - U.S. arm of Yes Bank engaged in some knowledge initiatives with several universities around the world. Working on developing case studies.
  - Case study competition- annual event
    - This year's competition focused on Financial Inclusion
  - 12 teams/ 2-3 students per team
  - Top 3 teams get cash prize and opportunity to interview for YPEP

**Referral/Suggestions to other Organizations potentially interested in our graduates**

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## ACCESS Development Services

[www.accessdev.org](http://www.accessdev.org)

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**Address** 28, Hauz Khas Village,  
New Delhi, India – 110016

### Contact

Name	Title	Email	Tel.
Vipin Sharma	CEO	<a href="mailto:vipin@accessdev.org">vipin@accessdev.org</a>	91 - 11 26510915
Suryamani Roul	Senior Vice President, Livelihoods	<a href="mailto:suryamani@accessdev.org">suryamani@accessdev.org</a>	91 - 11 26510915
Navin Vivek Horo	Associate Vice President	<a href="mailto:navin@accessdev.org">navin@accessdev.org</a>	91 - 11 26510915
Puja Gour	Associate Vice President	<a href="mailto:puja@accessdev.org">puja@accessdev.org</a>	+91 9871388063

### Organizational Overview

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ACCESS is a not-for-profit company whose overall aim is to incubate new institutions to enable their self-sufficiency and self-sustainability. To this end, it offers specialized technical assistance under two verticals: microfinance and livelihoods. ACCESS assists the growing microfinance sector through streamlined and structured services to emerging MFIs and supports the enabling environment through the Microfinance India platform. Under the Livelihoods Program Unit, ACCESS impacts the lives of the poor by developing sustainable solutions for upscaling their income generation activities. To optimize its resources and maximize the results of its interventions, ACCESS believes in partnering with key stakeholders in the sector in order to develop mutually reinforcing strategies, bring convergence of competencies and build consensus on key issues.

### ACCESS Background

ACCESS was set up in March 2006 as a not-for-profit Section 25 company. The raison d'être of setting up ACCESS was to build and consolidate the successful experiences of a large microfinance program funded by DFID and implemented by CARE to contribute to the future growth and evolution of the microfinance sector in India.

Besides expanding its programming strategies within the ambit of microfinance, ACCESS has also developed a strong portfolio under its Livelihoods Programme Unit. ACCESS has thus transitioned from a narrow microfinance resource agency to a much more diversified field of programming competences.

While the head office is located in Delhi, ACCESS also runs offices in 6 different states, namely Andhra Pradesh, Madhya Pradesh, Uttarakhand, Orissa, West Bengal and Rajasthan, employing around 160 professionals across all the projects.

## **Hiring Information**

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### **Overview**

- 1999-2006 program implemented by CARE/DIFD
- Was set-up as an organization as a result of the successful project.
- 2007- separated from CARE
- Microfinance function (Access Assist spin off)
  - Livelihoods function
  - 160 employees
  - \$4 million budget

### **Full-time Opportunities**

#### **Candidate Qualifications – skills desired?**

- Public policy
- Project management
- Analysis

#### **Will employer consider non-citizens? Yes Sponsor work visas?**

Most students travel on tourist visa

#### **Hiring/Interviewing Process:**

#### **Salary Information:**

#### **Internship Opportunities:**

- Could take 6 or 7 interns
- Foundation for Sustainable Development (FSD) → Support internships with Access
- Batch resume collection
- Small stipend 20,000 INR a month / \$500 a month
- Interested in a capstone project

**Internship Application Process**

**Additional Information**

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**Referral/Suggestions to other Organizations potentially interested in our graduates**

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## Aga Khan Foundation

[www.akdn.org/India](http://www.akdn.org/India)

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<b>Address</b>	Sarojini House, 6 Bhagwan Dass Road New Delhi – 110 001, India		
<b>Contact</b>	Ranu Bhogal	<b>Title</b>	Director, Programmes
<b>Tel.</b>	+91 11 47399734	<b>E-mail</b>	<a href="mailto:ranu.bhogal@akdn.org">ranu.bhogal@akdn.org</a>

### Organizational Overview

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The Aga Khan Foundation has programs in the Indian states of Andhra Pradesh, Gujarat, Madhya Pradesh, Maharashtra and Rajasthan that address a broad spectrum of development issues ranging from cultural restoration to education quality, microfinance to health care, a rural support program that has benefited 400,000 people in four Indian states and the restoration of a World Heritage site in the nation's capital. As well, the Foundation is active in rural development programs for community-based irrigation management, efficient water resource management and joint forest management.

### Hiring Information

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- **Full-time Opportunities:** Go to the Career Center at, <http://sh.webhire.com/Public/736/>
- **Candidate Qualifications – skills desired?** N/A
- **Will employer consider non-citizens for one-year practical training? Sponsor work visas?** N/A
- **Hiring/Interviewing Process:** N/A
- **Salary Information:** N/A
- **Internship Opportunities:** The Foundation has not used interns but is open to suggestions from students who have a definite research proposal primarily in the rural development arena. If a student is interested, they could contact Sanford School of Public Policy (Duke University) graduate, Chandrakant Pradhan, Program Officer, Rural Development to explore ideas: [chandrakant.pradhan@akdn.org](mailto:chandrakant.pradhan@akdn.org).

- **Internship Application Process:** Write directly to Ranu Bhogal with resume and cover letter describing the experience you are looking for...peruse the website first.
- **Internship Qualifications:** Students must have good communication skills, research and analytical skills.

## American India Foundation (AIF)

[www.aif.org](http://www.aif.org)

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**Address** C-17 Green Park Extension, Ground Floor  
New Delhi – 110 016

### Contact

Name	Title	Email	Tel.
Tarun Vij	Country Director	<a href="mailto:Tarun.vij@aif.org">Tarun.vij@aif.org</a>	91 11 4611 8812
Priyanjana Ghosh	Program Mgr, Wm. Clinton Fellowship for Service in India	<a href="mailto:Priyanjana.ghosh@aif.org">Priyanjana.ghosh@aif.org</a>	91 11 4611 8817

### Organizational Overview:

AIF mobilizes resources in the United States and India and invests these to improve education, livelihoods and public health for the marginalized in India. The signature program that we talked about is the William J. Clinton Fellowship. Full details of the program can be found at: <http://www.aif.org/w-j-clinton-fellowship>. The successful candidate is placed with an India-based NGO for their fellowship, which is 10 months long. The fellowship is paid.

### Hiring Information

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- **Full-time Opportunities:** N/A
- **Candidate Qualifications – skills desired?** N/A
- **Will employer consider non-citizens for one-year practical training? Sponsor work visas?**  
N/A
- **Hiring/Interviewing Process:** N/A
- **Salary Information:** N/A

- **Internship Opportunities:** The W. J. Clinton Fellowship is a 10-month long program for post undergraduate or graduate level students. All details are on the above-mentioned link.
- **Internship Application Process:** The application process opens in early November and ends at the end of December. Placement begins in August after an orientation in New York City. Candidates apply online and are required to have an updated resume, answer short essay questions and provide a letter of recommendation. In order to apply, candidates must be a US Citizen, between the ages of 21 and 35 on September 1, 2012 and have completed an undergraduate/graduate degree prior to September 1, 2012.
- **Internship Qualifications:** Check out the website for details.

## Center for Social Research (CSR)

[www.csrindia.org](http://www.csrindia.org)

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**Address** 2, Nelson Mandela Marg  
Vasant Kunj  
New Delhi- 110070

### Contact

Name	Title	Email	Tel.
Dr. Ranjana Kumari	Director	ranjanakumari@hotmail.com	91-11-26125583
Ms. Milly Chatterjee PhD	Head of Development and Advocacy	<a href="mailto:millychat@gmail.com">millychat@gmail.com</a>	91-11-26899998
Anju Dubey Panday	Head of Training Dept.	anju@csrindia.org dubey.anju@gmail.com	91-11-26899998
Yael Caplin (Did not meet with)	Internship Coordinator	yaelcaplin@yahoo.co.uk	91-11-26899998

### Organizational Overview

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Mission: To restructure gender relations through research, development, counseling, capacity building, networking & advocacy.

#### Four broad areas of CSR's work:

- Direct interventions at the community level
- Knowledge and capacity building for all sectors of society
- Policy level interventions
- Action-oriented research

Over the years, CSR has focused its attention on women; the task of protecting their rights, empowering them, and understanding issues from a gender perspective.

Centre for Social Research (CSR) was established by a group of concerned social scientists who were dedicated to promoting the empowerment of women, deprived castes and backward

regions. They hoped to achieve this through relevant research studies, training and capacity building.

CSR endeavors to empower women by building inroads into decision-making institutions from Panchayats (local units of governance) to the Lok and Rajya Sabhas(National Parliament). Their aim is to facilitate the process of women achieving economic self-sufficiency and higher awareness of social, political, legal and health issues.

## **Hiring Information**

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### **Overview**

- 1) IASEC- university exchange program, is a source of interns
- 2) CWW- UK based volunteer organization. Send interns/ volunteers
- 3) Researchers that come to work for an extended period, must pay a fee to the University
- 4) Local social work or law schools provide interns. Internships are at least 3 months.

### **Full-time Opportunities**

#### **Candidate Qualifications – skills desired?**

**Will employer consider non-citizens for one-year practical training? Sponsor work visas?**

Interns travel on a tourist visit.

### **Hiring/Interviewing Process**

### **Salary Information**

#### **Internship Opportunities**

- Research, Development and Training Divisions
- They will provide guidance on local accommodations
- Give small honorarium 6,000 INR a month (\$130)
- At least 3 months

#### **Internship Application Process**

- Interns come in throughout the year. For this reason, you can send the applications directly to [internship@csrindia.org](mailto:internship@csrindia.org). A letter explaining why they want to intern in CSR must be submitted along with a CV

- Skype interview
- Writing sample is usually part of the application

**Additional Information**

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- American India Foundation (AIF) provides support for some of their programs

**Referral/Suggestions to other Organizations potentially interested in our graduates**

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## Centre for Urban and Regional Excellence (CURE)

[www.cureindia.org](http://www.cureindia.org)

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<b>Address</b>	302, Building No. 3 Sona Apartment, Kaushalya Park Hauz Khas, New Delhi – 110016, India		
<b>Contact</b>	Dr. Renu Khosla	<b>Title</b>	Director
<b>Tel.</b>	+91 11 46120798	<b>E-mail</b>	<a href="mailto:renukhosla@cureindia.org">renukhosla@cureindia.org</a>

### Organizational Overview

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CURE India is a Development NGO that works with poor communities and local governments, improved access to basic services, inclusive and participatory governance and building of community based information systems. CURE organizes and empowers low income communities, especially women and your people in urban areas, to access water supply, sanitation, power, livelihoods, education, health care and housing. It works at all levels of government – national, state and local.

Small staff – 8 team members in Delhi and Agra and 4 consultants/advisors.

CURE is involved with implementing projects “on the ground”. Some of the areas they work in:

- Research – on current and past projects
- Data Development - GIS mapping, community consultation information systems in Delhi and Agra
- Agra – sanitation and livelihood project consisting of a “heritage walk” developed through the city.
- Databases – mapping of slum settlements
- Delhi – sustainable livelihoods program with micro enterprises. Training on sites and job placements.
- Nutrition and health

## **Hiring Information**

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- **Full-time Opportunities**

None identified

- **Desired Skills & Qualifications**

Research

Planning

Economic & Community Development

Architecture

Program Evaluation

- **Internship Opportunities**

There may be internship opportunities in the areas of research, program evaluation, and planning. In the past they have had small teams of architecture interns working on their sanitation projects (designing indoor bathrooms and toilets in Agra). A professor in architecture has accompanied the students.

- **Internship Application Process**

While they are open to graduate level interns, the student would need to contact the director directly to start to explore projects that the organization would need accomplished. Because of visa considerations, if the student wanted to intern in the summer, the contact would need to start no later than December. Keep in mind, summer is an extremely hot season in New Delhi.

## **Additional Information**

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### **Referral/Suggestions to other Organizations potentially interested in our graduates**

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## International Center for Research on Women (ICRW)

[www.icrw.org/where-we-work/asia](http://www.icrw.org/where-we-work/asia)

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<b>Address</b>	C-139, Defence Colony New Delhi 110 024 India		
<b>Contact</b>	Ravi Verma	<b>Title</b>	Regional Director, Asia
<b>Tel.</b>	+91 11 2465 4217	<b>E-mail</b>	<a href="mailto:rverma@icrw.org">rverma@icrw.org</a>

### Organizational Overview

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ICRW first opened an office in New Delhi, India, in 1998 to document the prevalence of domestic violence in the country. That effort ultimately led to large-scale policy changes to protect women. Since then, ICRW has broadened its research work throughout Asia. In 2007, the New Delhi office became a regional hub to expand ICRW's efforts to promote gender-equitable development and respond to the pressing challenges facing women, girls and their communities. The Asia Regional Office and project offices in Mumbai and Hyderabad serve the Asia region including Bangladesh, Cambodia, China, Nepal, Thailand and Vietnam. ICRW's local and regional efforts to conduct research, provide technical support, build capacity and partake in policy dialogue on an array of issues, including adolescent girls, reproductive health, HIV/AIDS, gender-based violence, engaging men and boys and economic development.

### Hiring Information

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- **Full-time Opportunities:** There is no link on the ICRW/Asia Office website for job opportunities. The following link is for the ICRW HQ in Washington, DC:  
[www.icrw.org/careers](http://www.icrw.org/careers)
- **Candidate Qualifications – skills desired?** N/A
- **Will employer consider non-citizens for one-year practical training? Sponsor work visas?**  
N/A
- **Hiring/Interviewing Process:** N/A
- **Salary Information:** N/A
- **Internship Opportunities:** Yes. Not paid, although in-country travel and expenses would be taken care of. Internship opportunities exist in all countries within ICRW's prevue.

- **Internship Application Process:** Write directly to Ravi Verma with resume and cover letter describing the experience you are looking for...peruse the website first.
- **Internship Qualifications—skills desired:** Very strong communication and writing skills combined with solid experience in research and data analysis.

## Mission Convergence - Sumajik Suvidha Sangam

[www.missionconvergence.org](http://www.missionconvergence.org)

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<b>Address</b>	Govt. of National Capital Territory of Delhi 404 Delhi Secretariat I.P. Estate, New Delhi 110002		
<b>Contact</b>	Ms. Rashmi Singh	<b>Title</b>	Mission Director
<b>Tel.</b>	011-23392408	<b>E-mail</b>	<a href="mailto:samajik.suvidha.sangam@gmail.com">samajik.suvidha.sangam@gmail.com</a>

### Organizational Overview

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Mission Convergence was conceived as a programme to help the government of Delhi realize its goals of poverty alleviation and inclusive growth. Mission Convergence aims to make Delhi a more inclusive city by integrating the existing social security schemes and delivering them through a unified structure in a decentralized manner with a parallel focus on empowering women through interventions in the areas of livelihood, health, non-formal education and legal literacy.

Objectives include to establish, manage, operate, maintain and facilitate the welfare programme throughout the NCT of Delhi for providing welfare services in an integrated manner to the under-privileged citizens in an efficient, transparent, convenient, friendly and cost effective manner.

This ambitious project of the government of Delhi has two mother NGOs (MNGO) that supervise the functioning of the 93 field NGO's (FNGO) in the network of organizations.

### Hiring Information

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- **Internship Opportunities:**

There are numerous activity areas to consider when exploring internships with Mission Convergence:

Survey & Data Collection - Identification of poor and other vulnerable population in the city has been one of the initial and important activities of the mission.

Monitoring & Evaluation - Mission Convergence will have an effective system of concurrent monitoring and evaluation system in place for regular reviews and impact assessments.

Volunteer Programme - Mission Convergence is looking at diverse volunteer involvement to develop the vision and strategy for volunteering infrastructure.

Homeless - To provide basic health and life support services to homeless

Capacity Building & Training - Mission Convergence recognizes the importance of Capacity Building and for this purpose engages specialized agencies to strengthen the knowledge, skills structure of its various participating partners and structures.

- **Internship Application Process**

Students interested in exploring program evaluation internships with Mission Convergence should contact Mission Director Rashmi Singh.

**Additional Information**

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**Referral/Suggestions to other Organizations potentially interested in our graduates**

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## Oxfam India

[www.oxfamindia.org](http://www.oxfamindia.org)

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**Address** Plot No.1, 2<sup>nd</sup> Floor, Community Centre  
New Friends Colony, New Delhi- 110 025

### Contact

Name	Title	Email	Tel.
K. Kannan	Communications Manager	kannan@oxfamindia.org	+91 (0) 11 4653 8000
Manisha Sharma	Communications Officer	manisha@oxfamindia.org	+91 (0) 11 4653 8000 Ext. 123
Nidhi Bhardwaj	Communications Officer	nidhi@oxfamindia.org	+91 (0) 11 4653 8000 Ext. 127

### Organizational Overview

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Oxfam India is a newly restructured Indian NGO integrating the 60-year-old India operations of 6 separate International Oxfam affiliates working in the country. It came into being in September, 2008 with an Indian staff and an Indian board and is a member of International Confederation Oxfam, which is a global confederation of 14 Oxfams.

The Oxfams are rights-based organizations that fight poverty and injustice by linking grassroots programming (through partner NGOs) to local, national and global advocacy and policy-making. Oxfam India works in the area of removing poverty and aims to be a role model in linking up four critical themes and areas of work - essential services, gender justice, economic justice and humanitarian response - into a comprehensive programme framework pursuing dignity of life as the overarching goal. It also vigorously pursues linking grassroots programmes with policy advocacy thereby emphasising a rights-based approach.

The new organisation is a national entity with presence in six cities, with a staff of about 120 in place. It is bringing together new and existing programs being implemented through more than 200 partners and allies, and building a strong national and international advocacy capacity.

### Vision

Oxfam India's vision is to create a more equal, just, and sustainable world by empowering the poor to demand their rights, engaging the non-poor to become active and supportive citizens, advocating for an effective and accountable state, and making markets work for poor people. The overarching vision of Oxfam India is "right to life with dignity".

## **Mission**

Oxfam India will fulfil its vision by working in partnership with a broad range of civil society actors (such as research institutes, universities, mass movements, and other NGOs) to link poor people and their organizations to sub-national, national, regional, and global institutions (such as governments, markets, and the media) that influence their lives and livelihoods. Oxfam India will also seek to create a strong base of supporters of active citizens who will contribute their time (through volunteering) and/or their funds to help Oxfam India fulfil its mission.

## **Hiring Information**

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### **Full-time Opportunities**

#### **Desired Skills and Qualifications**

- Shifting to advocacy level
  - Climate change → trying to influence government policy in their own countries
- Converting into a knowledge team
  
- Sectors
  - Essential services- reduce gap in education; health
  - Economic justice
  - Gender justice
  - Humanitarian relief/ response

**Will employer consider non-citizens? Sponsor work visas?**

#### **Hiring/Interviewing Process**

#### **Salary Information**

#### **Internship Opportunities**

- Currently developing internship policies

## **Internship Application Process**

### **Additional Information**

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- As a follow-up sent them APSIA material electronically and a request to partner with them on internship opportunities

### **Referral/Suggestions to other Organizations potentially interested in our graduates:**

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## Project Concern International India

[www.pciindia.org](http://www.pciindia.org)

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**Address** C-32, Ground Floor, Panchsheel Enclave, Near Chirag Delhi Flyover  
New Delhi 110 029 India

### Contact

Name	Title	Email	Tel.
Harichandan Mishra	Consultant CSR2 Project	<a href="mailto:hari@pciindia.org">hari@pciindia.org</a>	+91 11 46058888
Tanushree Narain	HR & Administrative Officer	<a href="mailto:tanushree@pciindia.org">tanushree@pciindia.org</a>	+91 9717947742 (mobile)

### Organizational Overview:

PCI/India has developed a diverse portfolio of programs in the areas of HIV/AIDS prevention, care and support; polio eradication; water, sanitation and the environment; micro-enterprise and micro finance; humanitarian assistance and organizational training and support. PCI/India is an affiliate of the US-based NGO, Project Concern International, headquartered in San Diego, CA.

### Hiring Information

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- **Full-time Opportunities:** go to, [www.pciindia.org/html/GetInvolved.php#Careers](http://www.pciindia.org/html/GetInvolved.php#Careers)
- **Candidate Qualifications – skills desired?** N/A
- **Will employer consider non-citizens for one-year practical training? Sponsor work visas?** N/A
- **Hiring/Interviewing Process:** N/A
- **Salary Information:** N/A

- **Internship Opportunities:** Yes. Not paid, although in-country travel and expenses would be taken care of.
- **Internship Application Process:** Write directly to Tanushree Narain with resume and cover letter/statement of interest describing the experience you are looking for...peruse the website first.
- **Internship Qualifications—skills desired:** Excellent communication skills, research and analytical skills.

## The Energy and Resources Institute (TERI)

[www.teriin.org](http://www.teriin.org)

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**Address** Darbari Seth Block, IHC Complex,  
Lodhi Road, New Delhi - 110 003, INDIA

### Contact

Name	Title	Email	Tel.
P K Agarwal	Senior Fellow & Director (HR)	pagarwal@teri.res.in	+91 (0)11 24682100 or 4150 4900 (Ext. 2522)
Geetika Sharma	Senior Manager Human Resources	geetika.sharma@teri.res.in	+91 (0)11 24682100 or 4150 4900 (Ext. 2265)

### Organizational Overview

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TERI (The Energy and Resources Institute) was formally established in 1974 with the purpose of tackling and dealing with the immense and acute problems that mankind is likely to face within the years ahead.

TERI has created an environment that is enabling, dynamic and inspiring for the development of solutions to global problems in the fields of energy, environment and current patterns of development, which are largely unsustainable. The central element of TERI's philosophy has been its reliance on entrepreneurial skills to create benefits for society through the development and dissemination of intellectual property. The strength of the Institute lies in not only identifying and articulating intellectual challenges straddling a number of disciplines of knowledge but also in mounting research, training and demonstration projects leading to development of specific problem-based advanced technologies that help carry benefits to society at large.

TERI has grown to establish a presence not only in different corners and regions of India but is perhaps the only developing country institution to have established a presence in North America and Europe and on the Asian continent in Japan, Malaysia and the Gulf.

The Institute established the TERI University in 1998. Initially set-up as the TERI School of Advanced Studies, it received the status of a deemed university in 1999. The University is a unique institution of higher learning exclusively for programs leading to PhD and Masters level degrees. Its uniqueness lies in the wealth of research carried out within TERI as well as by its faculty and students making it a genuinely research based University.

TERI now has staff strength of over 700 dedicated employees.

## **Hiring Information**

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### **Full-time Opportunities**

#### **Candidate Qualifications – skills desired?**

**Will employer consider non-citizens for one-year practical training? Sponsor work visas?**

#### **Hiring/Interviewing Process**

#### **Salary Information**

#### **Internship Opportunities**

- Have had internships in the past. The longest period of time that someone worked on a project with TERI was one year.
- Typical internships 2-3 months but could go up to 6 months.
- Can accommodate 4-10 interns at a time.
- Internships are associated with a specific project that is underway.
- Small stipend of 2,000 INR (\$45) per month.

#### **Internship Application Process**

- TERI will not send an internship description.
- Interested students must indicate 2-3 specific projects they would like to be involved with when they reach out to TERI.
- Resume/ cover letter must indicate what the student has done in the past that is relevant to the project they are interested in and what they want to achieve if they get to work on a specific project.
- Send applications to either PK Agarwal or Geetika.

## **Additional Information**

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**Referral/Suggestions to other Organizations potentially interested in our graduates**

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**UNDP India**

[www.undp.org.in](http://www.undp.org.in)

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**Address** 55 Lodi Estate, PO Box 3059  
New Delhi 110 003, India

**Contact**

Name	Title	Email	Tel.
Gurleen Kaur	HR Associate	<a href="mailto:gurleen.kaur@undp.org">gurleen.kaur@undp.org</a>	+91 11 2462 8877, ext. 361
Anuradha Saxena	Learning Manager	<a href="mailto:anuradha.saxena@undp.org">anuradha.saxena@undp.org</a>	+91 11 4653 2272 (direct)

**Organizational Overview:** (mission, staff size, etc.)

The UNDP in India UNDP works in the following areas: [Democratic Governance](#), [Poverty Reduction](#), [Crisis Prevention and Recovery](#), [Environment and Energy](#), and [HIV and Development](#). The India office employs 75 staff, five of whom are international.

**Hiring Information**

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- **Full-time Opportunities:** go to, <http://jobs.undp.org.in/>. The India office supports the UNDP JPO Program (Junior Professional Officer Program). The US is not a sponsoring country to this program. More information can be found at: <http://www.jposc.org/>.
- **Candidate Qualifications – skills desired?** N/A
- **Will employer consider non-citizens for one-year practical training? Sponsor work visas?**  
N/A
- **Hiring/Interviewing Process:** N/A
- **Salary Information:** N/A

- **Internship Opportunities:** Yes. Not paid, although in-country travel and expenses related to the internship would be taken care of.
- **Internship Application Process:** Write directly to Gurleen Kaur with: completed UNDP internship application form; resume; letter from university confirming enrollment and graduation date; school transcript; letter of endorsement from DGS; brief paper setting out the reasons why he/she is seeking a UNDP internship and what is expected from the experience.
- **Internship Qualifications—skills desired:** English, computer literate, UNDP work interest; intercultural skills

**UNICEF**  
**Knowledge Community on Children in India Internship Programme**  
[www.unicef.org/india](http://www.unicef.org/india)      [www.kcci.org.in](http://www.kcci.org.in)

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**Address**      India Country Office  
UNICEF House, 73 Lodi Estate  
New Delhi – 110 003

**Contact**      Ms. Amrita Singh                      **Title**      Knowledge Management Officer  
**Tel.**              +91-11-24606127                      **E-mail**      [amsingh@unicef.org](mailto:amsingh@unicef.org)

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**Organizational Overview**

Conceived as part of a broader initiative to build a Knowledge Community on Children in India (KCCI), UNICEF India partners with research and academic institutions to encourage young students and scholars from around the world to engage in development issues pertaining to India's children and women.

The internship offers an opportunity to explore issues related to child rights in India across a variety of areas: child protection, health, nutrition, education, HIV/AIDS, and water and sanitation.

The assignment involves a combination of desk and field work at the district or village level, with interns being grouped into teams that are based in field offices and work under the supervision of selected research institutions/non-governmental organisations.

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**Hiring Information**

- **Internship Opportunities:**  
KCCI program is 10 week program where intern works in teams of 3-4. 50% of the interns come from India and 50% from abroad. The teams work in one of 13 field offices and culminate the 10 weeks with the documentation of a case study. In past years, there have been from 48-104 interns participating in the summer.
  
- **Internship Application Process**  
Eligibility  
Applicants should be enrolled in a Masters-level graduate programme or a higher degree program, in one of the following disciplines: anthropology, child psychology, demography, economics, education, engineering, human rights, international development, journalism,

legal studies, public health, sociology, statistics, rural development, social work, or any other relevant area.

Those who have completed their Masters level graduate programmes just prior to the summer are also eligible to apply. Applicants are expected to work in multi-cultural environment and establish harmonious and effective working relationships with individuals from different backgrounds.

Applicants should have excellent command of English, both written and spoken. Short-listed applicants whose English is not the first language may be subject to a telephone interview.

Interested and eligible students should submit the following:

- A completed application form (found at [http://www.unicef.org/india/media\\_6603.htm](http://www.unicef.org/india/media_6603.htm))
- A 'Statement of Purpose' indicating your area of interest, relevant skills, experience and motivation for applying to this programme. This should not be more than 500 words.
- An up-to-date official university transcript
- Two letters of recommendation that assess your suitability for research and fieldwork
- A writing sample of no more than 5 pages

The dates of this programme are non-negotiable; interns are expected to attend the entire duration of the programme and to work full-time on the internship.

**Application Due Date (for 2011 program)**

Completed applications should be sent to [internshipkcci@unicef.org](mailto:internshipkcci@unicef.org) by January 21, 2011. Please write "KCCI Internship Application 2011" in the subject of your email. UNICEF India will contact only short-listed candidates. Final selection will take place by 15 March 2011.

**Additional Information**

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**Referral/Suggestions to other Organizations potentially interested in our graduates**

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