

BRAC Internship Description

Programme/Enterprise: Skills Development Programme (SDP)

Project/Unit: Technology for Development Unit

Duration: 3 months

Application Deadline: 16 January 2021

Starting Date: 24 January 2021

Location: 8th Floor, Kaderia Tower, Dhaka (Opposite BRAC Centre)

Working Hours: 8:30 am - 5:00 pm (Sunday to Thursday)

Monthly Stipend: BDT 5,000

Programme/Enterprise Description

BRAC [Skills Development Programme](#) (SDP) promotes inclusive markets for disadvantaged people to be empowered and realise their potential.

Project/Unit Description

Technology for Development

The Technology for Development (T4D) team creates and deploys technology products which empower field staff with actionable insights and addresses labour market gaps. The team focuses on product development, business intelligence and operations.

Product Development: T4D builds products that decentralise the decision-making process and empowers field staff with actionable data and insight. All projects leverage TaroWorks and Salesforce for their field operations management. TaroWorks is the front-end app that is used to collect data and Salesforce is the platform on which the data analytics is conducted. Each project's data model is built based on the frontline field workers' daily workflow, which ensures that the operations management platform is owned and run by each projects' field operations team.

Business Intelligence: SDP is data-driven in its mission to get disadvantaged people into better jobs and promote an inclusive market. T4D mines data from the backend of every project to identify growth potential and efficiency gains within the Programme. This enables project managers to optimise their field operations and prioritise areas that require more development.

Operations: T4D partners with companies to co-design and deploy technology-enabled solutions across Bangladesh in the skills and jobs space.

Purpose of Internship (including learning outcomes)

The selected intern will work with the product development and business intelligence team.

Their outputs will be:

- SDP backend database will be more structured and optimised
- Documentation of backend database troubleshooting

Intern's Responsibilities

Product Development

- Design and build the data model for the project's field operations
- Connect various projects' data model to create a real-time dashboard of SDP's log frame
- Build staff capacity to use newly intervened systems by preparing training modules and organising training sessions.
- Conduct human-centred design to understand field operations needs
- Integrate SDP's database with other BRAC programmes
- Troubleshooting the frequent received problems from the field

Business Intelligence

- Mine and visualise data for behavioural and business insights
- Contribute to project planning and business development to ensure that technical aspects are well-integrated into broader project goals
- Participate in data talks to share the key insight from data analysis to SDP and other programmes of BRAC to increase the operational efficiency of the programme

Requirements

a) Educational Background

Level: Undergraduate / Bachelor's Degree from any reputed University

Subject: Computer Science and Engineering / Statistics / Economics / Mathematics

b) Language Proficiency

Bangla

- Spoken: Fluent
- Written: Not required

English

- Spoken: Fluent
- Written: Advanced

c) Knowledge/Skills/Competencies:

- Analytical skills
- Familiarity with human-centred design
- Excellent communications skills
- Ability to work under pressure

d) Work/Volunteering Experience: NA