

JAYA KOTI

Project Analyst
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ACADEMIC QUALIFICATION

- Attained Masters in Rural Development from Indira Gandhi National Open University (IGNOU).
Dissertation Topic: *“Nutritional Status of Rural Children (A Case Study of Kotdwara Tehsil in Uttarakhand)”*.
- Bachelor of Education (B.Ed) from National College of Education (Allahabad University)
- Bachelor of Art (B.A Pass) from University of Delhi, Vivekanand Mahila College.

TECHNICAL QUALIFICATION

- Completed 3 months DTP course in computer from AIDDRI, Delhi.
- Attended NCAER training program conducted by NIIT, Delhi on “Information Technology Awareness”, focusing on using Microsoft 1997 Package (MS-PowerPoint, MS-Access, MS Word, MS Excel), Introduction to UNIX, Mastering Web Technology, Internet & e-mail.
- “Certificate in Computing” (CIC) from Indira Gandhi National Open University (IGNOU), Delhi.
- Completed Diploma Course from Electronic Trade and Technology Development Ltd. (ET&T), Government of India Enterprises.

COMPUTER SKILLS

Software Packages: STATA, SPSS, CPro, MS Word, Excel, PowerPoint and PageMaker
Operating system: Windows 2007 Professional, Windows 95/98
Survey Data Expertise: National Sample Survey (NSS), National Family Health Survey (NFHS), India Human Development Survey (IHDS)

KEY INTEREST AREAS

- Health and Socio-economic variables
- Education and Socio-economic variables
- Rural Development, Gender Inequality and Society

PROFESSIONAL EXPERIENCE

Organization **National Council of Applied Economic Research (NCAER)**
Position **Project Analyst**
Duration **July 2013-till date**

Job profile: Presently working in following projects:

- **Project: India Human Development Survey-III, sponsored by National Institutes of Health (NIH)**

Major responsibility includes:

- Developing on CAPI Reference Questionnaire (CRQ)
- Prepare preload for interview

- **Project: National Data Innovation Centre (NDIC) (DMAS project), sponsored by Bill & Melinda Gates Foundation**

Major responsibility includes:

- Monitoring DMAS field data.
- Prepare preload for sample selection
- Testing DMAS HH data model
- Developing on CAPI Reference Questionnaire (CRQ)
- Modification and designing DMAS questionnaire (English & Hindi)
- Configure/ cloned interviewers laptop

- **Project: India Human Development Survey-2M**

Major responsibility includes:

- Convert CSPro data file into STATA format (Data: HH, EDM, Migration, Village, Tracking sheet). Prepare STATA data file for users to use data for analysis (Value label, Variable label, new variable generation).
- All programme were developed in CSPro (Data Entry Programme, Range Check, Logical Checks, Inter-deck Consistency Checks). Running the checks, generating output from the data for corrections, and for managing the data files in the server.
- All questionnaire modified and designed in Excel. CAPI (computer-assisted personal interviewing) questionnaire developed in CSPro (Household, EDM, Village, Migration, School and Migration telephonic Questionnaire).
- Received migrant information from field, migrant address entered and compiled in excel format.

- **Project: Role of Public Distribution System in Shaping Household Food and Nutritional Security, sponsored by Niti Aayog**

Major responsibility includes:

- Analysis of data sets
- Designing and preparing the report

- **Project: The Impact of Mahatma Gandhi National Employment Guarantee Act on Household Welfare**

Major responsibility includes:

- Prepared MGNREGA data on the basis of data obtained under the IHDS-1 and IHDS-2 for targeted users.
- Documentation, validation & handling, data analysis (using STATA).

- **Project: Under Nutrition and Public Policy in India**

Major responsibility includes:

- IHDS data cleaning, validation & handling, data analysis (using STATA and SPSS).
- Documentation, mining and analysis of NSS (Consumer Expenditure various rounds) and NFHS data to examine children nutrition condition in India.

Organization **National Council of Applied Economic Research (NCAER)**
Position **Research Associate**
Duration **July 2012-July 2013**

Job profile: Worked in the project “Under Nutrition and Public Policy in India” sponsored by IDRC

Major responsibility includes:

- Documentation and analysis of NSS (Consumer Expenditure various rounds) and NFHS data to examine children nutrition condition in India

Organization **National Council of Applied Economic Research (NCAER)**
Position **Project Assistant**
Duration **February 2008-July 2012**

Job profile: Worked in following projects:

- Measure the Impact and Economic Benefits of Ministry of Earth Sciences (MoES)
- e-Readiness Assessment and e-Governance Ranking of Indian States/UT, 2011-12 (DIT)
- e-Development Index of DIT/ICT Measurement Indicators (DIT)
- Impact Assessment and Economic Benefits of Weather and Marine Services (MoES)
- e-Readiness Assessment and e-Governance Ranking of Indian States/UT, 2008 (DIT)
- e-Readiness and Total Factor Productivity Growth of CPSEs in the Manufacturing Sector (National Manufacturing Competitiveness Council (NMCC))
- The Contribution of Iron Ore Mining to the Economic Development of Goa (Goa Mineral Ore Exporters' Association)

Major responsibility includes:

- Analysis of data sets
- Assisted in preparation of reports (cover page designing) and presentations
- Helped in arranging national and regional level workshops in Kolkata, Bangalore, Mumbai and Delhi.
- Supervision of field work

Organization **National Council of Applied Economic Research (NCAER)**
Position **Computer Operator**
Duration **Year 1996-January, 2008**

Job profile: Worked in following projects:

- Determinates of Maternal and Child Health in India
- India: Human Development Survey and State Reports
- Present Status of Para Teachers in Different States

Major responsibility includes:

- Helped in data entry of listing sheet
- Assisted in developing Hindi questionnaire for the survey
- Involved in designing of questionnaires in different regional languages
- Data entry
- Supervision of field work
- Designing and preparing the report and presentation

Paper:

- Manjistha Banerji, Sonalde Desai, Dinesh Tiwari, Jaya Koti and Om Prakash Sharma. 2020. "Who are India's Educational Migrants?", submitted in Population Association of America (PAA) conference.
- Vashishtha Prem, P.K. Ghosh and Jaya Koti. 2015. "How Important Is MGNREGA in Shaping Household Income Security?", in Sonalde Desai, Prem Vashishtha and Omkar Joshi (eds.), *Mahatma Gandhi National Rural Employment Guarantee Act: A Catalyst for Rural Transformation*, 51-74. New Delhi: National Council of Applied Economic Research.
- Desai, Sonalde and Jaya Koti. 2015. "How Does MGNREGA Improve Household Welfare?", in Sonalde Desai, Prem Vashishtha and Omkar Joshi (eds.), *Mahatma Gandhi National Rural Employment Guarantee Act: A Catalyst for Rural Transformation*, 117-152. New Delhi: National Council of Applied Economic Research.

PERSONAL INFORMATION

Husband Name: Rajesh Koti
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(JAYA KOTI)

Date: May, 2021

Place: New Delhi