



SERVICE AGREEMENT CONTRACT

Research Assistant

CD91443S084-1.1.2-01

Vol. 01

January 01, 2026

Parties

This Service Agreement Contract hereinafter referred to as "Agreement" is entered into and made effective as of 01.01.2026 throughout 30.06.2026 by and between the following Parties:

Nuon

Represented by: Shireen Nasr Saeed
Office Address: Rif Dimashq/ Sahnaya

Hereinafter referred to as “Nuon”

&

Service Provider

Represented by:
Office Address:

Hereinafter referred to as the “Service Provider”

The Service Provider and Nuon have agreed to the following terms and conditions:

Provision of Services**1. Terms of Reference**

- 1.1.1. Support the implementation of field and desk research activities aimed at documenting local community perceptions in the targeted areas.
- 1.1.2. Assist in distributing questionnaires and collecting data from community members according to the approved guidelines.
- 1.1.3. Support the organization and conduct of interviews with key informants, including logistical coordination and note-taking.
- 1.1.4. Enter, organize, and verify the accuracy and completeness of collected data.
- 1.1.5. Contribute to preliminary analysis of quantitative and qualitative data under the supervision of the lead researcher.
- 1.1.6. Assist in preparing draft research reports and summarizing initial findings.
- 1.1.7. Adhere to principles of confidentiality, data protection, and respect for participants’ privacy.
- 1.1.8. Follow the approved research methodologies and ethical guidelines.
- 1.1.9. Maintain continuous coordination with the lead researcher and project team, and comply with the project timeline and deliverables schedule.

1.1.10. .NOUN Policies

- 1.1 The Service Provider shall at all times comply with Nuon policies.

Required Qualifications

2. *Please refer to Annex (3): Required Qualifications*

Application Procedure

3. Interested candidates are requested to submit their CV and relevant documents to the following email address:

job@nuonforpeacebuilding.org

4. *We thank all applicants for their interest; however, only shortlisted candidates will be contacted.*