

# Data Analyst

**Location:** Chandigarh

**Reports to :** Manager, Data & Strategy

The **Airawat Research Foundation (ARF)** was established as the National AI Centre of Excellence (CoE) for Sustainable Cities under the Ministry of Education, Government of India. Conceived as a forward-looking initiative, ARF is built on the belief that AI and data-driven innovation can fundamentally transform how Indian cities are designed, governed, and sustained.

ARF operates as a collaborative platform bringing together leading academic institutions, government bodies, and industry partners to advance research, experimentation, and deployment of AI solutions for urban transformation. The foundation focuses on critical domains including clean air, energy, urban mobility, digital governance, and waste management, developing practical tools and frameworks that enable cities to become more resilient, efficient, and citizen-centric.

ARF's work bridges the gap between policy and technology, creating an ecosystem where data scientists, city administrators, and innovators can co-develop responsible AI models and systems aligned with India's goals of sustainable and inclusive urban growth.

If you are passionate about using cutting-edge technology to solve real urban challenges, the Airawat Research Foundation offers a unique opportunity to shape the future of Indian cities. By joining ARF, you will work at the intersection of AI, governance, and sustainability contributing to pioneering research, transformative public-sector projects, and policy innovations that will influence how India's cities evolve over the next two decades

## Roles and Responsibilities

- Ingest datasets from State departments and ULBs including property tax records, utility billing data, citizen helpline logs, service delivery datasets, and other administrative sources into a centralized data catalogue with proper metadata.
- Perform data cleaning and quality assurance such as handling missing values, removing duplicates, standardizing formats, resolving entities across datasets, and validating record consistency.
- Create canonical, analysis-ready datasets by standardizing schemas, resolving conflicts across sources, and applying defined business rules for transformation.
- Conduct exploratory data analysis to identify patterns, trends, and anomalies using summary statistics and visualizations.
- Build dashboards and analytical reports that support product decisions, policy evaluation, and prioritization of AI use cases
- Develop features and baseline statistical or machine learning models for use cases such as property tax gap analysis, service demand forecasting, and operational performance monitoring.

- Identify, document, and prioritize data quality issues, and provide structured remediation recommendations to source departments.
- Maintain data governance practices including data dictionaries, lineage documentation, PII redaction, and access control adherence.
- Support pilots and deployments by tracking model and analytics performance, defining evaluation metrics, and producing periodic performance reports.
- Translate analytical findings into clear insights through presentations, executive summaries, and written documentation for decision-makers.
- Document data pipelines, analytical methods, assumptions, and transformation logic to ensure reproducibility and long-term maintainability.

## **Requirements**

- 2-3 years of experience in data analysis or applied machine learning.
- Strong proficiency in Python and common data and ML libraries.
- Experience with dashboards, data visualization tools, and reporting.
- Strong communication skills and ability to work independently across teams.
- Research aptitude in both technical methods and policy or socio-environmental contexts.