Bijoy Khiang
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Career Objective:

To leverage my field-based research experience, data management expertise, and community engagement skills as a Technical Officer at Arannayk Foundation, contributing to the conservation of big cats and their habitats in the Chittagong-Lushai transboundary landscape. I am driven by a commitment to biodiversity protection and sustainable community livelihoods, and am eager to apply my technical capabilities to wildlife monitoring, habitat restoration, and evidence-based conservation initiatives.

I bring practical experience in rigorous field data collection, participatory community methods (FGD, KII), systematic documentation, and data quality assurance, skills directly transferable to species monitoring, camera trapping protocols, and MEAL framework implementation. My background in managing field teams in remote environments, coupled with proficiency in digital survey tools (SurveyCTO, ODK), data analysis (Stata, Power BI), and workflow automation, positions me to support effective project coordination, donor reporting, and adaptive management.

While my experience originates in socioeconomic research, I am committed to rapidly acquiring specialized conservation knowledge—including camera trapping techniques and habitat monitoring protocols—to deliver meaningful impact in protecting Bangladesh's critical wildlife corridors and empowering indigenous communities in the Chittagong Hill Tracts.

Core Competencies:

- Field Data Collection & Monitoring
- Field & Phone Surveys
- Data Quality Assurance & Verification
- MEAL & Indicator Tracking Support
- Community Engagement & Participatory Methods
- Project Documentation & Reporting
- Automation & Workflow Optimization

Technical Skills

- Use of AI Agent
- Stata
- SurveyCTO & ODK
- Data Quality Assurance
- PowerBI
- Project Design
- Automation & AI-Assisted Workflows
- Static website design with Agentic AI

• MS Word, Excel, PowerPoint

Professional Work Experience

Research Assistant 3
Duration: January 2025– Present

• Serving as focal point for the Data & Technical Team, providing solutions to technical and data-related challenges across survey and monitoring activities

• Contributing to the development of *xlsform-ai* in collaboration with the Executive Director, supporting an AI-driven system that automatically generates ODK/KoBo survey forms from structured documents (Word/PDF)

• Currently overseeing the *Bangladesh Garments Whistleblowing Escrow (BGWE) Replication Survey*, supporting survey operations and data collection workflows

• Implemented automated CATI survey instruments using ODK, improving efficiency and consistency of phone-based data collection

• Conducting high-frequency data quality checks to ensure accuracy, completeness, and consistency of incoming survey data

• Providing supervision and technical guidance to Research Assistant 1 staff, strengthening survey monitoring and data quality assurance processes

• Collaborating with Research Associate and Senior Research Associate on proposal development and technical inputs

Research Assistant 1
Duration: October 2024– December 2025

• Facilitated two Scrum cycles as Scrum Master, enabling structured data management and consolidation of multi-format resources (Excel, Word, PDF) for the DataHub project

• Collaborated with the Executive Director in improving the *odksplit* Stata module, contributing to enhancements that resolved automatic labeling issues for repeat group variables

• Supported development of technical resources by contributing to product blog documentation for the table-list plugin on GitHub

• Conducted four Stata training sessions covering basic commands, survey automation, and .do file development, alongside delivering presentations on multiple technical topics

• Led implementation of four surveys, overseeing survey operations, data collection workflows, and field coordination

• Actively contributed as a lead participant in Principal Investigator meetings, providing updates on survey progress, operational requirements, and budget considerations

• Supported budget adjustments, approvals, and forecasting processes in collaboration with the Project Manager

• Provided supervision and technical support to two trainee research assistants, strengthening data quality assurance, survey monitoring, and field coordination processes

• Contributed to end-to-end implementation of the *Female Labour Force in Bangladesh* project (3-month assignment), supporting survey deployment, field coordination, and data quality assurance

Trainee Research Assistant
Duration: October 2023– September 2024

• Designed and programmed CATI survey forms using SurveyCTO for multiple projects and surveys

• Automated respondent incentive tracking by developing Stata workflows to update Excel datasets dynamically based on date variables

• Led implementation of a referral survey, supporting enumerator recruitment, training, and survey instrument development

• Supported data collection processes ensuring structured and reliable survey operations

Participated in weekly meetings with the Principal Investigator to discuss project progress, operational updates, and research activities

Communicated with administrative and accounts teams to support logistical operations, training coordination, incentive management, and enumerator billing procedures

Intern
Duration: July 2023– September 2023

• Supported implementation of a mystery shopping project by translating survey instruments and research protocols into Bengali language

• Assisted in refining questionnaires to improve respondent comprehension and data reliability

• Prepared presentations and documentation to support research activities

• Structured and consolidated large Excel datasets (250+ files) into analysis-ready formats for Stata

• Supported environmental monitoring and evaluation (M&E) data management processes

• Assisted logistically Air filter intervention project, including field preparation and survey support

• Rapidly developed technical proficiency in Stata and SurveyCTO within three months to support Organisation mission and vision.

• Developed a strong foundation in RCT Experimental research Method, data management, and quality assurance practices

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Work Experiences:

After the CHT peace accords the political condition in Chittagong hill tracts – A Case study of Rajasthali, Department of Anthropology.
Jahangirnagar University
Supervisor: Ranjan Saha Partha, Professor of Anthropology
Duration: March 2022 – June 2022
• A case study involving 20 persons was conducted for the dissertation.
• The dissertation was posted in the anthropology library at Jahangirnagar University.

Participatory Rural Appraisal, Department of Anthropology
Jahangirnagar University
Supervisor: Akbar Hussain, Professor of Anthropology
Date: 15 January 2022
• participated in a one-day study with six other team members on recognizing the social context of institutional education in Chakolgram, Savar district.
• Using the PRA method found that, with the change in social context, the people of that village have given special importance to education.

Educational Qualification:

Master of Social Science (MSS) in Anthropology
Jahangirnagar University
Department of Anthropology
CGPA- 3.33
Passing Year: 2022

Bachelor of Social Science (BSS) in Anthropology
Jahangirnagar University
CGPA: 2.89
Department of Anthropology
Passing year: 2020

Higher Secondary School Certificate (H.S.C)
Bandarban Cantonment Public School & College

Science
GPA: 4.33
Passing Year: 2016

Secondary School Certificate (S.S.C)
Rajasthali Taitong Para Govt. High School
Science
GPA: 4.44
Passing Year: 2014

Certification:

BYLC EDUCATION &TRAINING SECTOR CAREER BOOTCAMP 2022.
Bangladesh Youth Leadership Center (BYLC).
Certification Date: December 24, 2022.
- A month-long BYLC Education & Training Sector Bootcamp from November 25 to December 24, 2022.
- The bootcamp featured soft and technical skills, the capstone project, networking opportunities, and social research.

Personal Information:

Father's Name: Kyahlaaung khiang
Mother's Name: Goutumy khiang
Date of birtrh: 06-03-1998
National Id card No: 4653115404
Permanent address: Holding 235, Amchara Para, Rajasthali, Rangamati
Post Code: 4540

Reference:

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