



Society Vision: Empowering Member for Life.

Stima DT Savings and Credit Cooperative Society Limited (Stima Sacco) is a leading country-wide, fast growing, and licensed DTS (Deposit Taking Sacco). To achieve its planned growth, the Sacco is looking for a qualified and competent person to fill the following vacancy:

RESEARCH AND INNOVATION ASSISTANT

Reporting to the **Head of Research and Innovation**, the job holder will support the SACCO's Research and Innovation function through data collection, analysis, and documentation of information that informs strategic decisions, product innovation, member experience improvements, and institutional learning. The role contributes to cultivating a data-driven culture that enhances operational efficiency, competitiveness, and sustainable growth.

Key Duties and Responsibilities

- **Research Support:** Collect and analyse data on Sacco operations, member needs, and market trends; assist with surveys and field studies; prepare research briefs and reports; and support impact evaluations.
- **Innovation Support:** Identify emerging trends, maintain an innovative database, and participate in workshops and brainstorming sessions.
- **Knowledge Management:** Document best practices and lessons learned, maintain an organized knowledge repository, and coordinate learning and knowledge-sharing events.
- **Monitoring & Reporting:** Track research and innovation activities and prepare timely progress reports for management use.
- **Administrative & Technical Support:** Provide logistical support for research and innovation activities, maintain proper records, and liaise with internal teams for smooth implementation.

Qualifications & Experience

- **Ideal Candidate:** Experienced in analytical skills, creativity, attention to detail, and ability to work collaboratively in a Sacco environment
- **Experience:** 2+ years in research fields

- Skilled in Excel or Power BI
- Knowledge of Sacco Operations and/or Knowledge Management is an added advantage.
- **Independent researchers with diverse experience outside corporate settings are highly encouraged to apply** – we value fresh perspectives and diversified research knowledge with **benchmarking capabilities**

Qualified applicants should apply on or before 5:00pm on Monday, 5th January 2026 using the link provided in the Society's website.