Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

Job title: Research Assistant, Economics of Education and Skills

Department/Division: The Centre for Economic Performance and Centre for Vocational Education Research **Accountable to:** Prof. Sandra McNally

Competency	Criteria	E/D
Knowledge and experience	A first or upper second class (or international equivalent) undergraduate degree in Economics or other quantitative discipline	E
	A Masters in Economics or other quantitative social science discipline (but must have very good knowledge of economics). Standard of Masters should qualify entry to PhD programme.	E
	Advanced experience of using Stata for analysing large scale micro data.	E
	Experience of large scale data driven projects	E
	An understanding (ideally from work experience) of negotiating information from public organisations, and of dealing with data confidentiality issues	D
	Knowledge of and interest in issues relating to the economics of education and skills and current policy issues.	E
	Interest and knowledge of policy evaluation	D
	Evidence of having initiated and designed empirical work on policy related issues of a quality publishable in good education/labour economics refereed journals	D
	Evidence of critical thinking in approach to evaluation issues	D

Investigation, analysis and research	Experience of data work requiring great accuracy and attention to detail	E
	Ability to identify appropriate methods of economic investigation, to interpret and analyse patterns or trends in data and to think through economic problems analytically	E
	Ability to perform literature reviews	E
	Understanding of / experience in the design and implementation of programmes or policy evaluations	D
	Ability to author/co-author papers that would be publishable in good refereed journals	E
	Experience of execution and write up of independent research projects	D
Decision making	Ability to work independently, without close supervision	E
	Experience communicating on research issues with decision makers outside academia	D
	Demonstrate potential or existing personal research agenda and commitment to development of research projects within the overall objectives of the CEP Education and Skills Programme and CVER	D
Communication	Excellent written and verbal communication skills and ability to convey technical material in non-technical terms for policy and other non- academic stakeholders	E
	Experience of communicating on research issues to decision makers outside academia	D
Team work and motivation	Experience of providing economic research assistance on joint long term research projects	E
	Collation, presentation of other team members' work and integration of this into own work as required	D

E – Essential: requirements without which the job could not be done.
D – Desirable: requirements that would enable the candidate to perform the job well.