



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

Department: School of Public Policy

Accountable to: Professor Sandra Sequeira

Competency	Criteria	E/D
Knowledge and experience	A completed Bachelor's degree (or equivalent) and/or a completed (or nearly completed) Master's degree in economics or other closely related discipline	E
	Strong quantitative and data analysis skills; experience with electronic data collection platforms	E
	Proficient in the use of STATA and Python	E
	Strong programming skills and confidence with the use of different data management software	E
	Familiarity with big data analysis techniques is preferred, as well as experience with Arc Gis and Machine learning	D
	Strong organisational and planning skills, and high attention to detail	E
Communication	Ability to communicate effectively and confidently at all levels and to different audiences, including donors and/or partner organisations	E
	Ability to convey complex technical information in a clear and accurate manner (oral and written)	E
	Excellent written and verbal communication skills	E
	Fluency in written and spoken English	E
Planning and organisation	Ability to manage own areas of responsibility independently without constant direct supervision	E
	Ability to work under pressure and to multiple deadlines, and to prioritise time effectively	E
	A high level of initiative and self-motivation as well as a pro-active and flexible approach to work	E



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E – Essential: requirements without which the job could not be done.

D – Desirable: requirements that would enable the candidate to perform the job well.