



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Research Assistant, CEP Growth Programme

Department/Division: The Centre for Economic Performance, POID

Accountable to: John Van Reenen, Ronald Coase School Professor at the LSE

Job Summary

The project will focus on the impact of technological innovation on work and economic performance. The candidate needs to have a first-class undergraduate degree (and/or higher qualification) in economics or another quantitative subject. The work will involve a combination of economic thinking and the analysis of large and complex datasets, so knowledge of programming language such as STATA is critical. Familiarity with R, Python or Matlab would also be an advantage.

The successful candidate will need to be creative, capable of working independently and in a team and have an interest in policy. The work includes cleaning, merging and preparation of large micro data sources for modelling and analysis. You will focus on data and initial analysis under guidance from your research supervisor and will help model clearly defined areas of analysis. Bibliographical surveys, non-technical reports and summaries will be prepared on analysis carried out by the team. You will also assist in conducting literature reviews, developing surveys, liaison with data providers and help the team to organise stakeholder meetings and workshops.

Duties and Responsibilities

- Collection, cleaning and preparation of data. Matching data from different datasets.
- Performing literature reviews.
- Assist in the writing of reports and academic papers.
- Assist the team to organise stakeholder meetings and workshops.
- Assist in presenting research findings to sponsors, outside agencies, stakeholders, academic conferences, as necessary.
- Obtaining data and resolving data issues with outside data providers, dealing with licensing issues.
- Carry out administrative duties required by projects and project reporting.
- Attend seminars relevant to the program.



Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the demands of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: [click here](#)

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.