



## 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, International Trade

**Department:** Centre for Economic Performance

**Accountable to:** Dr Swati Dhingra

### Job Summary

Provide research assistance on a project focusing on the impact of trade policy on firms and workers. This includes extracting, cleaning and preparing survey data and administrative data on firms, workers and international trade, using STATA and other econometrics software; visiting the administrative data sites to prepare the data; analysing the data to prepare reports comprising descriptive statistics (charts/graphs/tables/maps) and accompanying text.

### Duties and Responsibilities

- Assist with CEP colleagues on projects in the Globalization and Labour Programmes.
- Data analysis. This includes preparation of charts/ graphs/tables/maps and the use of econometric analysis for the development and testing of models and evaluations and for the preparation of papers.
- Identification, collection, cleaning and preparation of data. Matching data from different datasets.
- Perform literature reviews.
- Assist in the writing of reports and papers for refereed journals.
- Assist in presenting research findings and attend meetings and conferences as necessary.
- Conveying complex conceptual ideas or complex information which may be highly detailed, technical or specialist.
- Liaise with data providers and outside agencies to report on research progress, obtain data, resolve data difficulties.
- Carry out administration duties required by projects and project reporting.
- Ability to identify appropriate methods of economic investigation , to interpret and analyse patterns or trends in data and to think through economic problems analytically



- To attend seminars relevant to the programme.

**Note**

The LSE has a progressive pay structure that rewards you with annual pay increases up to a certain level as you develop in your role. We also provide for further reward past this point in the form of further pay increases based on exceptional performance.

**Flexibility**

To deliver services effectively, a degree of flexibility is needed, and the post holder may be required to perform work not specifically referred to above.

**Equality and Diversity**

LSE believes that equality for all is a basic human right. We actively encourage diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

**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.