

Research Executive

Department: Data Services

Location: Central London

Reports To: Associate Director / Research Manager

Hours: Full Time (37.5hrs)

We don't just collect data, we connect data. YouGov is an international data and analytics group with the ambition to become a unique part of the global internet infrastructure - like Google for search, Facebook for social, Amazon for retail, we want it to be YouGov for opinion. Our value chain is a virtuous circle consisting of a highly engaged online panel, innovative data collection methods and powerful analytics technology. From the beginning we had one simple idea: the more people are able to participate in the decisions made by the institutions that serve them, the better those decisions will be. We are a global online community for millions of people, and thousands of organisations, to engage in a continuous conversation about their beliefs, behaviours and brands, and provide a more accurate portrait of what the world thinks. We are seeking a Research Executive who will be responsible for managing fast turn-around research projects.

What will I be doing day to day?

- Possess a good understanding of multi-stage sample design, response rates and sample size calculations
- Recommend an appropriate method of data collection to meet research objectives, design complex questionnaires and specify programmes with minimal guidance
- Produce survey documents, prepare and deliver interviewer briefings, questionnaire development and testing procedures
- Possess a good understanding of the use of percentages, means, standard errors, medians and confidence intervals. Design, produce and interpret simple cross tabulation analysis
- You will develop a basic understanding of statistical testing, and how sampling and weighting issues affect analysis
- Develop an understanding of offline (CAPI, CATI, paper) quantitative research methods, including the pros and cons of each in relation to online methods
- You will write sections of a large proposal, or an entire proposal for a simple project with minimal guidance

Small Print

Please note that this is not an exhaustive list, and we need you to be flexible in your approach to carrying out your duties, that may change from time to time to reflect changes in the business' needs. YouGov therefore reserves the right to vary your job description in consultation with you.



- Co-ordinate and manage complex project tasks with minimal guidance. Liaise effectively with clients and collaborators and be the main contact for day-to-day aspects of a project
- Monitor costs and authorise invoices, highlight and discuss with more senior staff any possible discrepancies between budgeted and actual days spent on different project tasks

What do I need to bring with me?

- Educated up to degree / HND level in a relevant subject
- Experience of day-to-day running MR projects (including client contact, survey design and report writing)
- SPSS and Excel skills
- Strong initiative, negotiation and influencing skills
- Excellent written, oral and electronic communication skills
- Ability to deliver results, meet deadlines and manage time effectively
- Problem solving, analytical and numerical skills
- Self-motivated, positive and professional attitude

Some additional information . . .

This is a full time role based in our London HQ in super-cool Old St. Don't forget to check out our [website](#)

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