

Job Title **Junior Research Executive, SixthSense**

Department: SixthSense

Location: 50 Featherstone Street, EC1Y 8RT, Central London

Reports To: Research Manager, SixthSense

Hours: Full time

Overall Objective

- To script surveys, request samples, create report outlines, check surveys before they go to field, check results when back from field and liaise with analysts producing SixthSense reports.

Key Responsibilities

- To aid in the design of questionnaires for SixthSense reports, working alongside the external (freelance) researchers and other members of the SixthSense team.
- Helping the research team to ensure that report content meets or exceeds the quality expected by YouGov.
- To provide general support for research team and freelance team of researchers.
- Scripting surveys.
- Other important tasks include requesting samples, testing surveys and checking results when back from field.
- Writing report outlines.
- Ensure that research deadlines are met.
- Communicating with commercial teams about report content.
- Occasional interaction with clients to discuss survey design.

Candidate Specifications

Education & qualifications

- Educated up to degree / HND level in a relevant subject
- SPSS, PowerPoint and Excel skills would be helpful
- Fluent written and spoken English
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Personal skills & attributes

- Close attention to detail.
- High levels of numeracy.
- Experience in questionnaire design would be helpful.

This is not an exhaustive list, and you will be expected to be flexible in your approach to carrying out your duties, that may change from time to time to reflect changes in the Company's circumstances. This will include providing cover for colleagues as required. The Company therefore reserves the right to vary the job description in consultation with you.

All YouGov plc employees are expected to comply with the Company's policies, rules and procedures as outlined in the handbook, health and safety manual and all other publications.