



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 Officer (Surveys & Analysis) – hourly paid

Department/Division: LSE Cities

Accountable to: Alexandra Gomes, Research Fellow

Competency	Criteria	E/D
Knowledge and Experience	<ul style="list-style-type: none"> A postgraduate qualification (Master's degree or equivalent experience) in public policy, political science, public administration, sociology, quantitative social science or a closely related field. 	E
	<ul style="list-style-type: none"> A PhD or equivalent research experience would be an advantage. 	D
	<ul style="list-style-type: none"> A strong research interest in and understanding of public policy, democratic governance, public administration, and/or public sector innovation. 	E
	<ul style="list-style-type: none"> Demonstrated expertise in survey design, including questionnaire development, sampling strategies, and fieldwork coordination. 	E
	<ul style="list-style-type: none"> Strong quantitative analysis skills, including proficiency in statistical software (R and Stata, Python or SPSS) and experience analysing survey, experimental or administrative data. 	E
	<ul style="list-style-type: none"> Experience of interdisciplinary research combining quantitative, qualitative, data science and/or organisational research methods. 	D
	<ul style="list-style-type: none"> Experience of research focused on governance, public sector reform, digital transitions or data-driven policymaking would be desirable. 	D
Communication	<ul style="list-style-type: none"> Excellent written communication skills, with the ability to write clearly for academic, policy and practitioner audiences, including the presentation of statistical findings to non-specialist readers. 	E



	<ul style="list-style-type: none"> • Strong oral communication and presentation skills, including the ability to present research findings at seminars and conferences. • Experience communicating with diverse audiences, including translating quantitative research findings for policymakers and making complex methods and results accessible to non-specialist audiences. 	E
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Planning and Organising resources	<ul style="list-style-type: none"> • Strong organisational skills, including the ability to manage multiple workstreams, meet deadlines, and support research management and administrative tasks. • Experience coordinating survey fieldwork and managing the associated logistical and data-handling requirements would be an advantage. 	E
	<ul style="list-style-type: none"> • Experience coordinating survey fieldwork and managing the associated logistical and data-handling requirements would be an advantage. 	E
Teamwork and networking	<ul style="list-style-type: none"> • Ability to build and maintain productive relationships with external partners, including public officials, policymakers, survey providers and institutional stakeholders. • Ability to make a valuable contribution to the research environment of an interdisciplinary centre. • Experience of effective networking and engagement within the academic, policy, media and third sectors. 	E
	<ul style="list-style-type: none"> • Ability to make a valuable contribution to the research environment of an interdisciplinary centre. 	E
	<ul style="list-style-type: none"> • Experience of effective networking and engagement within the academic, policy, media and third sectors. 	D

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

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