



# Ipsos is looking for a Data Expert for European Public Affairs

## ? THE HOME OF RESEARCHERS

At Ipsos, we are proud to call ourselves the home of researchers! Because we are one of the world's largest market research companies with more than 18,000 employees and can be found in not less than 90 countries. Our success is the combination of the unlimited worldwide expertise, knowledge and process efficiency in a company that supports people with an entrepreneurial spirit.

The **European Public Affairs** Unit is an independent unit in Ipsos with our core team located in Leuven and Brussels (but we also have offices in Gent and Berchem). We are part of a larger Public Affairs network within the Ipsos group that connects researchers from around the globe who are expert in designing and managing social research studies using the full range of quantitative and qualitative approaches. Leveraging on this network, the European Public Affairs hub in Belgium is dedicated to further growing the business of Ipsos in International and European Public Affairs.

## Are you up to a hands-on job in Research?

### IPSOS IS LOOKING FOR A NEW COLLEAGUE FOR THE PUBLIC AFFAIRS TEAM:

For our European and international clients - government, academic, non-profit and NGOs - we are looking to expand our team, so we can deliver on our promise to be their essential research partner for high caliber solutions that withstand scrutiny.

## WE ARE LOOKING FOR YOU

**Are you excited by the idea of helping to improve the life of European citizens and citizens around the globe?** Then you might be the Data Expert we are looking for! You are interested in Public Affairs and you have a passion for data management? You would like to dive into the execution of multi-country research projects to expand our business in Europe and internationally?

Well than we have the perfect position for you!

Once our colleagues have sold the project and made every specification clear with our clients, it is our time to shine. We take care of the total execution of the project in the most effective and cost-efficient way, from challenging the questionnaire to script finalization, conducting quality checks during field work, doing analysis, running weighting and turning raw data into different forms from tables to dashboards while you are in constant communication with partners and clients, both internal as well as external. The proudness of our team is to make sure the client receives the most reliable high-quality data within the agreed timeline, so they can take action upon it and are reassured that if under scrutiny our work cannot be faulted.

We welcome applications from data management specialists! You must enjoy working in fast paced environment, be in love with data, need to be self-motivated with excellent multi-tasking skills.

## Key Responsibilities

Successfully delivering research projects with high quality standards and in a timely manner whilst keep an eye on the project schedule, costs and compliance of project deliverables with focus on:

- Leading on planning and management of data processing operations for complex multi-country survey projects, with a focus on improving processes
- Preparing and quality assuring samples for different survey modes and sampling methods, running quality checks on the collected data in an efficient manner, and preparing weighting variables
- Taking up a research advisory role toward other team members at Ipsos and managing client relationships regarding data-related issues to ensure high-quality data deliverables
- Helping to grow the business by contributing to research proposals and improving and supporting efficient processes

## DO YOU RECOGNIZE YOURSELF?

- A master's degree, preferably in the social sciences, statistics, or information systems
- A background in quantitative methods and sampling techniques
- At least 5 or more years of relevant experience
- Knowledge of a statistical software R, SPSS is essential. Advanced Excel skills essential, familiarity with designing macros in excel is a plus
- Ability to work independently as well as to lead small teams to deliver complex tasks
- An independent learner, who is interested in optimizing data processes, and who enjoys working with complex data sets
- Clear written and verbal communication skills, and an excellent command of the English language

## WHY IS IPSOS A GREAT PLACE TO WORK?

At Ipsos, we are intellectually curious and passionate researchers who set ourselves high standards and aim to work collaboratively to service our clients most effectively. As a company and as a team we are committed to equality, treating people fairly, promoting a positive and inclusive working environment and ensuring we have diversity of people and views. We recognise that this is important for our business success - a more diverse workforce will enable us to better reflect and understand the world we research and ultimately deliver better research and insight to our clients.

## WE OFFER:

- A competitive package with benefits and a commitment to personal development where your efforts and achievements are recognized and rewarded
- A creative, busy, open and supportive working environment
- The opportunity to get involved with innovative techniques in addition to more traditional research methods
- A real team-being spirit: Social, Human and Business related activities with a strong focus on well-being!

## CONTACT US!

Send your cv and motivation letter with reference 'DATA EXPERT PUBLIC AFFAIRS' to Christine Tresignie - [Christine.tresignie@ipsos.com](mailto:Christine.tresignie@ipsos.com) and Femke De Keulenaer - [Femke.dekeulenaer@ipsos.com](mailto:Femke.dekeulenaer@ipsos.com)