**Junior Research Analyst**

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| Job Title | Research Analyst |
| Location | Washington, DC or Remote |
| Salary | *Entry level position; Dependent on experience* |

**RESEARCH ANALYST**

We are looking for candidates to join our team! The **Junior Research Analyst** is responsible for assisting senior personnel in all tasks related to conducting public opinion surveys, including project conceptualization, questionnaire design, data analysis, graph production and writing. American Strategies conducts public opinion surveys for trade associations and non-profit organizations engaged in advocacy campaigns, candidate campaigns and for clients’ internal research purposes.

**DUTIES AND RESPONSIBILITIES:**

* Assist with background research on candidates and ballot
* Assist with field operations and monitor actual interviews
* Proof all materials related to survey production and analysis including questionnaires, top lines, cross tabulations, memos and graphs
* Produce power point graphs
* Other duties as needed

*The job profile reflects the assignment of essential job functions, though additional functions may exist. This profile is not designed to cover or contain a comprehensive list of all work activities, duties or responsibilities. American Strategies reserves the right to assign or reassign work activities, duties and responsibilities as needed for reasonable accommodations and business purposes.*

**REQUIRED SKILLS AND QUALIFICATIONS:**

* Entry level position; experience, internships or coursework in survey research or statistics strongly preferred
* Research experience with trade associations, political organizations, political campaigns or non-profit groups a plus
* Strong writing skills with uncompromising attention to detail and accuracy
* Bachelor¹s degree in social science, statistics, mathematics, survey research or related field
* Demonstration of strong verbal and written communications skills
* Ability to work independently under minimal supervision
* Qualitative research experience a plus.

*American Strategies provides equal employment opportunities to all employees and applicants without regard to race, color, religious creed, sex, national origin, ancestry, citizenship status, pregnancy, childbirth, (or related medical conditions, including, but not limited to lactation), physical disability, mental and/or intellectual disability, age, military status or status as a Vietnam-era or special disabled veteran, marital status, registered domestic partner or civil union status, gender (including sex stereotyping and gender identity or expression), medical condition (including, but not limited to, cancer related or HIV/AIDS related), genetic information, or sexual orientation in accordance with applicable federal, state and local laws.*