

Research Analyst

Job Description:

Human Services Research Institute (HSRI), a private, nonprofit research and evaluation firm based in Cambridge, Massachusetts, seeks a Research Analyst to support a team of researchers working on public health and substance abuse prevention research and evaluation projects. Applicants should have strong analytic and quantitative/statistical skills and the ability to perform a variety of duties such as statistical analysis, database management, and technical writing under limited supervision.

Responsibilities include applying knowledge of computer-based word processing, presentation, spreadsheet and database applications and statistical analysis software such as SPSS, to data analysis, data management, and data validation as well as interpreting analysis results and presenting results in technical reports. Additional responsibilities include background research and literature search/reviews and assistance in preparing study materials, reports, presentations, proposals, and evaluation tools. The ability to work with minimal supervision on multiple projects with tight deadlines is essential. Candidates should have a genuine interest in developing their career in an area related to behavioral health, public health, epidemiology, prevention research, or program evaluation.

Minimum Qualifications:

- BA/BS in social science discipline;
- 2-4 years relevant experience;
- Strong analytic, quantitative, and computer skills;
- Academic or work experience in Research Methods and Statistics;
- Ability for teamwork;
- Proficiency in Excel;
- SPSS experience.

Desired Skills:

- Masters in a social science discipline;
- Professional research or program evaluation experience in public health, health care policy, mental health, substance abuse prevention, or a related social science;
- Experience with SPSS in a professional context.

Please send cover letter and resume/CV to:

Kate Nevins
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No phone calls please- email contact only.