

Designation	Research Assistant (Full Time)	Department	Marketing
Location	Mumbai	Reporting to	Department Chair
Job Responsibilities	<p>Under the direction of the faculty member, The Research Assistant will:</p> <ul style="list-style-type: none"> • Design and conduct research projects • Synthesize, analyze, produce statistical models and original written material • Contribute to scholarly research products like journal articles, working papers, existing cases and presentations • Collect, manage and manipulate data using a variety of tools and sources like Excel, Stata, R. Develop, synthesize and provide analysis of data exhibits • Conduct background research, draft new cases and update existing cases or materials for classroom use • Gather, analyze, edit and draft all forms of academic writing. • Produce original written materials • Manage timelines and deliverables wrt the research project • Support in decision making wrt the progression of research project and methodologies. • Participate in internal/external networks for the exchange of information and to form relationships for future research collaboration • Keep faculty member or research head informed using own judgement • Schedule relevant meetings associated with the research project or related activities. • To take responsibility for resolving problems affecting the delivery of research projects. 		
Education Qualification	Masters in Marketing. Pre –Doc or candidate Pursuing Ph.D will be preferred		
Previous Experience	Up to 2 years of relevant experience would be an advantage.		
Skills/Capabilities Required	<ul style="list-style-type: none"> - Positive attitude towards learning & open-minded - Good oral and written communication - Good follow-up and people management skills - Have a keen interest in research - Data Compilation, Analysis, and Presentation - Report Writing Skills - Meeting strict deadlines - Expertise in MS Office, Ability to do analytics using excel or a statistical software 		