



Transportation Research

Competition # GO – 171

Malatest is one of Canada’s largest independently owned and operated research and program evaluation firms. We employ more than 70 dedicated research professionals and 100+ part-time surveying staff members, all of whom provide quality research that contributes to positive social and economic change across Canada. Our company has national office locations in Victoria, Edmonton, Halifax, Ottawa, and Toronto.

Currently, we are seeking **Part-Time/Temporary, Survey Interviewers (Data Collection Clerks)** for a contract field work assignment scheduled to begin on or around Monday, November 27, 2017 to Wednesday, December 20, 2017. Staff will be networking in-person with members of the public and encouraging them to participate in our research study of **the Greater Toronto Area**.

To be considered for this position you must be legally entitled to work in Canada, able to engage easily with the public to encourage research participation and communicate effectively while traveling throughout the Greater Toronto Area.

Why work with us?

Malatest is a proactive, dynamic, progressive evaluation and market research organization always adding new capabilities and expertise to our existing competitive advantages.

Our company offers competitive private sector wages, dynamic data collection work opportunities, and research project experience that contributes to the continuous learning and development of our staff (often due to the variety of projects and positions available).

Malatest is a client focused organization that continues to meet and exceed our clients expectations for the quality and integrity our research projects are known for.

Our In-Person Interviewer/Data Collection Clerk:

- ✓ Wants the opportunity to **contribute** to the research we undertake as a company.
- ✓ Works well with others and engages strong interpersonal skills that encourages participation.
- ✓ Pays attention to detail and gathers complete and accurate information.
- ✓ Engages the public with a dynamic and energetic personality.
- ✓ Represents the company with a matched value for **excellence, professionalism, quality, and integrity** for the information we collect and secure.

Posted: Monday, November 6, 2017

Closing Date: Friday, November 24, 2017

Location: The Greater Toronto Area

Hours of Work: Various shifts (and hours available), training will be provided.

Rate of Pay: \$16.00 per hour, plus 4% Vacation Pay.

This contract opportunity offers a schedule that is subject to change, based on availability, successful performance, and based on project requirements. Shifts may be cancelled due to weather conditions.

¹ As the nature of our work requires project to project contract field work assignments, the work hours available may vary based on project demands. The work schedule is subject to change and this project will only retain temporary contract staff for the required work duration of the field work assignment without further notice or end date. There is no promise of permanent employment thereafter.

Duties will include:

- Distributing the targeted number of survey invites required to inform this research study;
- Intercepting members of the public and engaging in conversation to encourage research participation, discover a person’s method of travel, and gather data related to this study;
- Maintaining active lines of communication with the Field Supervisor and other staff;

Qualifications:

This position reports directly to the onsite Field Supervisor(s) of R.A. Malatest & Associates Ltd.

- Completion of a diploma program, or post-secondary education in the social sciences, information management, business administration, or another field of study related to our service expectations;
- Experience with administering survey questionnaires, interviews and/or public speaking preferred;
- Accurate and efficient document/computer use, with excellent interpersonal communication skills;
- High level integrity required to handle confidential and sensitive information;
- Strong time management, flexibility, and acute attention to detail are all essential;
- Must be legally entitled to work in Canada;

Working Conditions:

Field work engages in active, fast-paced, sometimes strenuous conditions, with tight deadlines. Outdoor exposure in all types of weather may occur. This work will require you to independently get to and from the assigned work sites assigned within the area. Our client would prefer that contract staff wear black pants and white shirts (vests and/or jackets provided) to easily identify onsite data collection staff for security purposes.

Must own a cell phone for ongoing contact, have familiarity with public transportation routes (ability to read maps) and get to and from the field site location on-time. Attention to detail will ensure accurate information is collected. Must be able to work for the duration of this temporary field work project contract. All essential equipment will be provided. Training will be located at our Toronto office.

How to Apply?

Submit your cover letter, resume, and two valid references stating the job posting title and competition number in the subject line of any e-mail or correspondence. No calls please!

e-mail: k.francis@malatest.com	Fax: 1-800-710-0164	Mail: 1201 - 415 Yonge Street Toronto, ON M5B 2E7
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Thank you to all candidates for the expression of interest.
Please Note: Only shortlisted candidates will be contacted.

R.A. Malatest & Associates Ltd. is an equal opportunity employer and will not discriminate against any employee or applicant from temporary employment because of physical or mental disability, race, colour, religion, gender, sexual orientation or creed in regard to any position for which the employee or applicant is qualified. We are committed to ensuring employment equity within our workplaces. You are welcome to identify within your application if you belong to one of the four designated equity groups: women, Aboriginal peoples, persons with disabilities and/or members of visible minorities.

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