

Malatest is a Canadian-owned and operated social research company with four office locations across Canada in Edmonton, Victoria, Ottawa, and Toronto. We are a major integrated research firm that includes in-house call centres, proprietary software solutions, and an expansive research portfolio that includes most of Canada's major municipalities, and an extensive list of provincial and federal government departments. We work hard to contribute meaningful research which informs decisions and opportunities for change across Canada. Our continued success, based on 35+ years of quality project outcomes, provides career advancement, continuous learning, professional development, and dynamic work experience opportunities.

Malatest is expanding our team of nationally recognized researchers with subject matter expertise in areas related to our ongoing research studies which include health, education, economics, employment and labour markets, housing, and transportation. We are constantly researching important public policy issues – whether it be business conditions for small and medium-sized establishments in Canada, to completing major evaluations of innovative childcare models – and are seeking individuals who thrive in completing quality research and evaluation.

The position requires a highly analytical and detail-oriented person with a passion for research, strong report writing skills, and a client focused business acumen. If you are curious, driven to continuously learn, love to work with data, and thrive in a fast-paced office work environment and you have superior writing skills, this opportunity is for you!

Our Research Analyst is responsible for researching, analyzing, interpreting, and presenting data typically related to economics, housing, health, education, labour markets, transportation, and other social and economic sectors. Work responsibilities are focused on internal project management, undertaking primary data collection through interviews and/or focus groups, assist in the design and administration of surveys, research report writing and quality project outcomes for our client-focused deliverables. As part of our research team, you will play an integral role in delivering strategic insights by analyzing data, providing valid observations and recommendations, by delivering the quality outcomes, reports and presentations that meet and exceed our client's expectations.

---

**Key Responsibility:**

- Manages multiple projects simultaneously and demonstrates problem-solving project management experience and skills;
- Demonstrates excellent numeracy, critical thinking, attention to detail and the ability to multi-task in order to meet project demands and expectations;
- Manages project start ups from the contract process through to project team design and overall project management;
- Monitors project and day-to-day budget allocations on projects;
- Collaborates on complex, small to medium research projects across research teams and offices;
- Develops internal and external relationships through thoughtful leadership and consistent professionalism;
- Maintains guidance and recommendations with the project team for good workflow decision making and

accountability;

- Accountable for project management of project and client communications through guiding the workflow, reviewing deliverables, producing timely project progress reports, and problem solving;
- Organizes and analyzes quantitative data (SPSS & R) and qualitative data (R, NVivo, SPSS, MS Access)
- Leading and overseeing multiple projects simultaneously (4 to 5) while anticipating potential issues;
- Mentoring and developing staff while contributing to business development initiatives;
- Strong ability to handle project stressors and the flexibility needed to navigate to project completion;
- Performing various other tasks associated with the completion of social research, program evaluations, and/or market research projects.

---

### **Qualifications:**

- Master's degree in the social sciences (e.g., economics, sociology, or related discipline), required.
- 2-4 years of applied work experience in a client-focused environment with responsibility for multiple projects (from inception to completion).
- Eager to learn and acquire knowledge in the principles of research, program evaluation, research design and methodology in both qualitative and quantitative analysis.
- Ability to extrapolate quantitative results and translate the findings into strategic conclusions with knowledge in advanced statistical techniques (e.g., factor analysis, regression).
- Proficiency working with MS Office: (e.g., MS Access, MS Excel, MS Word, PowerPoint).
- Proficiency working in at least one statistical program: SPSS, R, SAS, STATA, NVIVO.
- Strong organizational skills, including the ability to prioritize to manage several projects at once.
- Excellent writing and communication skills.
- A condition of employment, candidates must be legally entitled to work in Canada, obtain security clearance with the Industrial Security Directorate Division of Public Works and Government Services of Canada, and secure vulnerable sector and/or criminal record checks, as required.

---

### **Why Work for Malatest?**

Malatest is a fast-paced, consistently changing dynamic work environment. This position will support multiple project assignments simultaneously, under the pressure of deadlines. The physical work environment may change depending on task and project. Employees may be required to use, lift, and sometimes carry standard office equipment or project related supplies weighting under 10 lb. When in the office, sitting for long periods of time while using a computer will be required.

Standard office hours of operation are Monday to Friday from 8:30am to 5:00pm, although some hours may vary by task and project. Overtime may be required to accommodate workload and deadlines. Travel may be required from time to time, subject to project requirements.

While a member of a team, researchers demonstrate resilience, high integrity, an ability to work independently (with an acute attention to detail), while ultimately accepting responsibility for the quality and completion of 4 to 5 research projects, simultaneously.

---



**Posted: May 27, 2022**

**Closing Date: June 24, 2022**

**Locations: Edmonton, AB**

**Hours of Work:** Permanent full-time, 40 hours per week; while hours of work for the position may vary—with overtime as required to meet the requirements and expectations of the position.

**Rate of Pay: \$60,000.00 to \$70,000.00** per year (based on qualifications), plus benefits and bonus opportunities.

---

### **How to Apply?**

Submit your resume, and cover letter to Malatest. No calls please.

Please quote the competition number **RAM-RA2** within the subject line and content of your application by e-mail.

<b>E-mail: (Word or pdf)</b> <a href="mailto:resumes@malatest.com">resumes@malatest.com</a>	<b>Fax:</b> 1-888-384-2774	<b>By Mail:</b> 858 Pandora Ave Victoria BC V8W 1P4
--	-------------------------------	--

*Malatest is an equal opportunity employer and will not discriminate against any employee or applicant from employment for which the employee or applicant is most qualified. You are welcome to identify within your application if you belong to one of the four designated equity groups: women, Indigenous peoples, persons with disabilities and/or members of visible minorities.*

---