

JOB DESCRIPTION (Career Kickstarter)

Designation	Behavioural Science Research Assistant
School/Department	HSS/CABS
Number of Position	2
Duration of Role	12 months

KEY RESPONSIBILITIES

- Engage in behavioural science research projects and activities
- Assist in project management, administration, and meeting coordination
- Conduct literature reviews, and field data collection (e.g., observations, interviews, focus group discussions)
- Data management and analyses for data collected (i.e., qualitative and quantitative data)
- Draft reports and presentations decks for projects undertaken by CABS
- Develop material and content for internal and external publications

PREREQUISITES

- Relevant skillsets in scientific research methodology, preferably in the psychological, social or behavioural sciences domain (e.g., surveys, interviews, field experiments, usability testing etc.) **OR**
- Relevant skillsets in design thinking methodology (e.g., user journey mapping, service blueprint design, prototyping) **OR**
- Relevant skillsets in data management and statistical analyses with quantitative data or data management and thematic analysis with qualitative data

- Strong written and verbal communication skills.
- Effective presentation skills
- Good interpersonal skills with the ability to collaborate across teams.
- Analytical thinking with attention to detail.
- Able to manage multiple priorities and meet deadlines.
- Positive attitude and willingness to learn.
- Able to work independently with minimal supervision when required.