



Research Analyst

APPLY NOW

REQUIREMENTS

- Bachelor degree required in social sciences, research methods, statistics, or related discipline
- 2+ years of experience conducting educational or social science research preferred

JOB DESCRIPTION

Responsible for supporting various research and analytics projects. This position reports to the Director of Research and Analytics.

SKILLS AND KEY COMPETENCIES

- Knowledge of quantitative and qualitative research methods and statistical algorithms
- Ability to synthesize quantitative and/or qualitative data in the context of school systems
- Expert user of Microsoft Office Suite (Excel, Word, PowerPoint)
- Proficient user of statistical SPSS or R software
- Excellent verbal and written communication skills
- Strong project management and time management skills
- High attention to details and emphasis on quality
- Experience with SQL queries, software programming, or scripting languages a plus (e.g., Python, R)

RESPONSIBILITIES

- Perform descriptive and multivariate statistical analyses of data including but not limited to educational assessment data, survey data and demographic data
- Transcribe and synthesize interview and focus group data
- Assist with the design and administration of survey instruments
- Prepare initial drafts of high quality, error free reports
- Prepare PowerPoint presentations as needed
- Verify the accuracy and validity of data entered in databases; correct any errors
- Prepare tables, graphs, and written reports interpreting and summarizing research results
- Perform other ECRA miscellaneous duties as assigned by the Director, President, or CEO

Qualified candidates can submit a cover letter and resume to jobs@ecragroup.com.



ECRA Group, Inc.
1475 E. Woodfield Rd.
Suite 1400
Schaumburg, IL 60173