**MOTUNRAYO M. COLE**

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A self-motivated Research and Data Analyst with over 4 years of experience working with economic and market research data in a dynamic environment. Completed a Master’s degree in Development Economics and International Project Management. Familiar with traditional methodologies, data analysis using statistical software and ability to manage multiple projects.

**TECHNICAL SKILLS**

Microsoft Word| Data Analysis| Quantitative and Qualitative Research Methods| Stata| Analytic techniques| Data Sources |Report writing| Survey| Questionnaire development| Detail Oriented| Communication skills| Strong work ethic | Attention to detail | Project management

**WORK EXPERIENCE**

**Research Team Lead - Labour Market**

Environmental Careers of Canada – AB, Canada 12/2022 – till date

* Engage in the hiring, selection and management of subcontractors based on project needs and scope under the guidance of the Director of Research.
* Supervise and engage research and other team members in the production of diversity factsheets in the environmental sector.
* Present research findings and publications to advisory boards, management, funders, and externally through webinar sessions.
* Contribute to research methodology including survey design, labour market modelling, sector and occupational profiles.
* Data gathering and analysis to produce labour market project reports, job posting data and other syndicated research.

**Research Coordinator and Data Analyst**

Environmental Careers of Canada – AB, Canada 01/2020 – 11/2022

* Developed and implemented survey questionnaires to capture impact of Covid-19 on environmental workers, employers and job seekers.
* Draft project reports highlighting key insights into provincial and national labour market outlook for environmental professionals and employers.
* Conduct environment scans using web based tools for literature reviews and analyze data to report on labour market information.
* Writing and updating publications, upcoming events, and environmental news on the research community blog post.
* Collaborate with other team members by providing administrative support in survey outreach and engaging the necessary units to drive projects to completion and publication.

**Senior Statistician** 09/2016 – 10/2019

National Bureau of Statistics - FCT, Nigeria

* Supervise the designing and implementing survey questionnaires to capture yearly unemployment rate in the labour market under the guidance of the Chief Statistician.
* Assisted in developing project specifications based on client needs to produce quality reports.
* Contributed to organizations syndicated research on the publication of quarterly foreign trade statistics to aid investment and decision-making by government bodies.
* Engaging and collaborating with relevant departments, stakeholders on project outputs.
* Responded to internal, external inquiries and data requests as appropriate.

**Research Coordinator** 04/2016 – 09/2016

Oxford Policy Management UK

* Assisted the research manager in the facilitation of workshops and training of participants.
* Prepared project reports, coordinated the flow of information to team members and documented activities to monitor project schedules, work hours, budgets and expenditures.
* Reviewed, proofread and write reports under the guidance of the research manager.
* Collected and transcribed feedback from focus groups, in-person interviews and online surveys for process improvement.

**Statistician** 03/2012 – 10/2014

National Bureau of Statistics - FCT, Nigeria

* Responded to data request by performing data query using company specific software while maintaining company policy and confidentiality.
* Communicate clearly to stakeholders by providing updates on results by delivering PowerPoint presentations and hosting stakeholder workshops.
* Contributed to project execution by successfully reporting data on macroeconomic indicators such as GDP and inflation through table generation, developing charts and graphs using Excel.
* Supported team members with the development and submission of project research proposals through providing literature, and proofreading technical documents.

**EDUCATION**

Paris 12 Val De Marne Université – Créteil Île-de-France 09/2014 – 10/2016

**Master’s Degree** : Development Economics & International Project Management

* Completed studies in research projects, project management, proposal writing and applied statistics

Redeemers University – Nigeria

**Bachelor’s Degree**: Economics 08/2006 – 09/2010

* Completed coursework in statistics, policy development and economic research.