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14-May-2020
Research Associate
Harvard Business School
52151BR

Job Code

RS0055 Researcher I Humanities

Job-Specific Responsibilities

HBS seeks a pre-doctoral Research Associate for the academic year 2020-21 (and further) to work with a faculty member in the HBS Finance unit. Research topics include financial intermediation, FinTech, and the ways in which financial innovation has disrupted markets.

The fellowship is a terrific opportunity for a candidate who is seeking academic research experience in preparation for pursuing a PhD in two or more years. This position offers the RA the opportunity to develop a variety of skills for graduate school, such as to the ability to develop, design and conduct research projects; synthesize, analyze, and produce statistical models. In addition to closely working with the faculty, the pre-doctoral Research Associate will work together in a common environment with weekly meetings and other informal events. The ideal candidate will be comfortable in an environment that requires a high level of independence, intellectual curiosity, and the ability to use discretionary judgment. The RA would ideally begin on July 1, 2020 and work for us for two years before applying to graduate school. Salary will be competitive.

Primary duties:

- Collect, synthesize, and provide analysis of data exhibits for academic journal articles. Provide statistical analysis and design for reports and presentations. Independently manage all timelines and deliverables.

- Develop and maintain expertise in new research methodologies and techniques. Manage and manipulate data using requested packages; STATA, Python, MATLAB, or R.

- Balance project requests from multiple faculty members, using strong communication and prioritization skills.

- Exercise independent decision making with regard to progression of research project and methodologies. When confronted with research data, be able to make deductions, add insight and draw conclusions to share with faculty. Collaborate in development of new techniques and instruments. Use knowledge of quantitative methods to analyze and interpret experimental results. Work independently with research methodologies to identify gaps in research data and methods. Produce innovative academic materials to supplement faculty research and teaching. Make recommendations to faculty based on statistical interpretation and independent research. Analyze, interpret, and evaluate the quality of results.

- Under general direction of faculty member, must be able to take complex research ideas, concepts, and methodologies and apply them to new projects and situations. Must be able to structure assignments and keep faculty members informed as necessary, using own judgment.

Basic Qualifications

Bachelor's degree in economics, mathematics, quantitative sciences, or business related field required.

Statistical/programming experience and/or applied experience with Python, R or Stata is a must.

Additional Qualifications

Evidence of outstanding academic achievement. Strong mathematics background. Indication of training and good habits in data management and analysis. Evidence of prior high-quality data manipulation and analysis required. Proven ability to work independently and creatively. This position requires an individual capable of consistent use of discretion, judgment and initiative. Background in analysis and interpretation of relevant data and research is necessary. Diplomatic skills, comfort in interacting with prominent individuals, and grace under pressure are essential. Strong skills related to the Microsoft Office Suite are expected.

The candidate must have extremely high standards in terms of quality of work, attention to detail, strong organization skills, and absolute commitment to task completion. Must be able to balance multiple tasks and shifting priorities under tight deadlines at an accelerated pace when necessary.   It is helpful if the candidate is familiar with navigating a complex organization, such as Harvard Business School.   Preference for candidate who plans to seek an advanced degree.

Additional Information

Applicants should not contact faculty directly.

HBS is not able to provide visa sponsorship for this position.

This is a half-time term appointment starting July 1, 2020 (start date flexible) through June 30, 2021, with likely reappointment through June 30, 2022. All Research Associate roles at HBS are structured as term appointments. Half-time positions are benefits-eligible and can be paired to create a full-time position. Strong preference for candidates willing to commit for two or more years.

Applications will be considered on a rolling basis, a cover letter and resume are required for full consideration. Upon the review of application materials, applicants may be asked to submit a code and writing sample, and transcript(s). Short-listed applicants will be invited to complete a programming/data exercise.

Job Function

Research

Sub-Unit

Location

USA - MA - Boston

Department

Division of Research and Faculty Development

Time Status

Part-time

Union

00 - Non Union, Exempt or Temporary

Salary Grade

055

Appointment End Date

30-Jun-2021

Pre-Employment Screening

Education, Identity

EEO Statement

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.

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