



11-Jun-2020

Research Associate

Harvard Business School  
52228BR

Job-Specific Responsibilities

We seek a qualified candidate to serve as a Research Associate (RA) at Harvard Business School for the 2020-2021 academic year, and possibly further. This position is ideal for intellectually ambitious researchers interested in doctoral studies in applied economics and management disciplines and a research career. The job will expose candidates to applied quantitative research in the areas of innovation, health care, technology management, and entrepreneurship.

Under the general direction of three faculty in the Entrepreneurial Management and Technology and Operations Management units, the RA will develop, design, and conduct research projects; synthesize, analyze, and produce statistical models; contribute to scholarly research products including but not limited to journal articles, working papers, and presentations.

The RA position reports directly to faculty supervisors and an administrative manager in the Research Staff Services office. Ideal RA candidates will be comfortable in an environment that requires a high level of independence, intellectual curiosity, and the ability to use discretionary judgment.

Primary duties:

Collect, manage, and manipulate complex datasets using a variety of tools and sources, including but not limited to Stata, R, or Python. Develop, synthesize, and provide analysis of data exhibits for academic journal articles, working papers, presentations, HBS cases, and HBS teaching notes.

Conduct background research; read and efficiently distill information to identify key themes and important areas, which will elicit further research needs.

Under general direction of faculty members, must be able to take complex research ideas, concepts, and methodologies and apply them to new projects and situations. When confronted with research data, be able to make deductions, add insight and draw conclusions to share with faculty.

Must be able to structure and balance project requests from multiple faculty members, using strong communication and prioritization skills.

Ensure compliance with department, University, and federal regulations. Be aware of department, School, University policies and potential outside research policies. Diplomatic skills, comfort in interacting with prominent individuals, and grace under pressure are essential.

Basic Qualifications

A Bachelor's degree in Economics, Mathematics, Statistics, or a Business related field is required. Evidence of outstanding academic achievement and a minimum of 1-2 years of substantive research experience.

Statistical/programming experience and/or applied experience in Stata or R is required. Proficiency in Python is desirable. Strong skills related to the Microsoft Office Suite are expected.

Additional Qualifications

The candidate must have extremely high standards in terms of quality of work, attention to detail, strong organizational skills, and absolute commitment to task completion. Proven ability to work independently and creatively. This position requires an individual capable of shifting priorities under tight deadlines, and of consistent use of discretion, judgment, and initiative. It is helpful if the candidate is familiar with navigating a complex organization, such as Harvard Business School.

Additional Information

This is a full-time term appointment starting this summer (start date flexible) through June 30, 2021 with likely reappointment for the next academic year. All HBS RA roles are structured as term appointments. Preference may be given to candidates willing to commit for two or more years, and who have plans to seek an advanced degree.

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 sample, writing sample, and transcript(s). Short-listed applicants will be invited to complete a programming/data assessment.

Must be eligible to work in the United States, without needing the University's visa sponsorship.

Job Function

Research

Location

USA - MA - Boston

Job Code

RS0055 Researcher I Humanities

Sub-Unit

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Department

Division of Research and Faculty Development

Time Status

Full-time

Salary Grade

055

Union

00 - Non Union, Exempt or Temporary

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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