

## JOB POSTING – CHARLOTTESVILLE, VA

### Research Executive or Senior Research Executive

ORB International wishes to hire an additional **Research Executive**. We seek a proactive, self-motivated individual to help us serve our growing portfolio of clients. This is a superb opportunity for an ambitious person with excellent research skills, some proficiency in French and an interest in combining both qualitative and quantitative research in an international setting.

This position offers the opportunity to work on public opinion research of citizens across Latin America, the Middle East, Asia and Africa. Our work covers some of the most important contemporary issues (security, democracy, development, etc.); this role will suit anyone with a keen interest in international politics and a background in research.

This position will feature foreign travel, and we expect a high comfort level with travel to non-Western countries and cultures; candidates must demonstrate a willingness to travel to a variety of locations across Latin America, the Middle East, Asia, and Africa. They must also possess sound quantitative and qualitative research credentials, as the position involves direct responsibility for the delivery of robust and high quality work. The ability to understand the strategic use of research and write clear and concise research proposals is also important.

The responsibilities include, but are not limited to:

- Managing international public opinion surveys and focus groups.
- Analyzing the results of quantitative and qualitative research by looking at the relationship between public opinion and political, military, economic, social, and development-related issues in the region.
- Reporting results from qualitative and quantitative research through clear, concise presentations and written reporting.
- Writing proposals.
- Keeping abreast of relevant news in regions of study.

We will be looking for candidates who possess the following types of experience:

- High comfort level with data (using Excel) and excellent writing skills are necessary.
- Knowledge of the methods and techniques of public opinion polling, including developing survey questionnaires, drawing a sample, and assessing the quality of resulting data is preferred but not necessary. Experience managing or previously conducting field interviews or focus groups is also preferred.
- Experience statistically analyzing public opinion data with Excel, Stata or SPSS and writing reports or presentations based on this analysis is preferred but not necessary.
- General knowledge of the politics, economics, and societies of Africa, Central Asia, and the Middle East.

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## RE JOB POSTING

- Foreign language fluency –**French is essential** (Arabic and Spanish are also helpful).

While the above qualities are highly desired, they are not all requirements.

Salary and benefits are commensurate with experience. ORB International is an independent, privately-owned research agency. Please contact Camilla Tolton at 434 202 8441 or send a cover letter, CV and writing sample with the subject line 'Research Executive' to [ctolton@orb-international.com](mailto:ctolton@orb-international.com). The position is based in Charlottesville, VA, and involves approximately 15-25% travel, with the potential for more.

**U.S. citizenship is required.**