

**IN ON AFRICA
(IOA) (Pty) Ltd.**
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IN ON AFRICA (IOA) CALL FOR APPLICATIONS - JUNIOR ANALYST 2021

SUMMARY

<i>Position:</i>	Junior Analyst
<i>Qualification requirement:</i>	Post-graduate degree in social science, psychology, economics, or statistics (combinations will be advantageous)
<i>Experience requirements:</i>	2+ years of market research experience
<i>Location:</i>	Remote
<i>Term of involvement:</i>	Project-related (typically between 1-3 months, but may be as short as 2 weeks or as long as one year)
<i>Remuneration package:</i>	To be discussed based on project requirements and applicant experience
<i>Closing date for applications:</i>	IOA is always on the look-out for new talent

INTRODUCTION TO IOA

In On Africa (IOA) is a Johannesburg-based research, advisory and publishing firm founded in 2007. IOA specialises in a wide range of research and intelligence services applicable to Africa and has a network of over 300 consultants in more than 30 African markets. IOA's mission is to inform strategic decision-making to accelerate growth on the continent and provide the necessary support to both private and public actors in achieving this objective.

The services that IOA provides to clients range from high-level industry assessments, market attractiveness studies and consumer research, through to partnership identification and facilitation, due diligence investigations and feasibility studies. The firm's expertise crosses through a number of different economic sectors with past and current projects focusing on industries such as banking and finance, education, energy, healthcare, infrastructure development, manufacturing, oil & gas, telecommunications, transport and utilities among others.

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CALL FOR APPLICATIONS

IOA is looking for up-and-coming and experienced Research Analysts to join its current network of consultants in bolstering the company's ability to provide day-to-day support in executing projects to assist our clients' market positioning and expansion strategies. Consideration will be given to candidates who have experience in market and social research across a variety of research methodologies, including quantitative and qualitative methods of data collection and analysis. Those with a proven track-record of participation in research projects along with motivating statement on value of experience in the context of IOA's current requirements will be given preference.

Responsibilities

Research Analysts that are part of IOA's network are called upon to participate in client projects. In this regard, the responsibilities of analysts who become involved in IOA projects include:

- Working with senior staff to support various aspects of the research process
- Ensuring overall quality of project processes and client deliverables
- Designing quantitative and qualitative data collection instruments with guidance and oversight from senior staff e.g. questionnaire design and survey development
- Executing primary and secondary research through IOA standard processes
- Conducting data analysis using quantitative and qualitative techniques
- Synthesising data using tried and tested methods (both internal and external)
- Creating insight-driven reports that provide actionable recommendations

Technical Skills and Qualifications

- At least 2 years of professional market and / or social research experience
- Postgraduate degree in the fields of social sciences, psychology, economics or statistics required. Advantageous if multiple disciplines are covered e.g. social science and economics
- Hands-on knowledge and understanding of the end-to-end quantitative and qualitative research process
- Experience in developing screeners, questionnaires, web surveys and discussion guides
- Strong analytical, writing and consulting skills
- Proficiency in MS Office packages (at a minimum intermediate mastery of Microsoft Word, PowerPoint, and Excel)
- Adept at data visualisation techniques for reporting purposes

Proficiency in data analysis software such as SPSS and Atlas will be advantageous but this is not a requirement.

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Personal Skills and Attributes

- Passionate about Africa, development and research
- Strong eye for detail (particularly when executing core processes such as data capturing and analysis)
- Developed project management skills
- Critical and analytical thinking
- Strong organisational and problem-solving abilities
- Excellent and timely communication skills, both face-to-face and through online means (eg. email)
- Results-oriented
- Self-motivated and deadline-driven
- Good interpersonal skills
- Ability to work across multiple projects simultaneously and manage time accordingly

HOW TO APPLY

Complete submission in two steps:

1. Complete the Junior Analyst Application form [here](#).
2. Prepare to submit the additional required documentation via our online platform:
 - Detailed CV inclusive of a minimum of three references
 - Examples of written pieces – published works will be advantageous
 - Digital copy of your ID/Passport. If working in South Africa but are from another country a valid work permit is required and needs to be submitted as well.
 - Copy of academic qualifications
 - Letter of motivation as to why you would like to be considered
3. All applications will be handled strictly through our online application platform with no submissions accepted outside of the platform. If you experience any platform challenges in the process of applying you can direct queries to Nthathi and Monique at human.resources@inonafrica.com with the subject heading “Application query – Junior Analyst’.