

## In On Africa (Pty) Ltd.

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## IN ON AFRICA (IOA) CALL FOR APPLICATIONS JUNIOR QUALITATIVE RESEARCH ANALYST

### Summary

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<b>Position:</b>	Junior Researcher and Qualitative Analyst
<b>Qualification requirement:</b>	Post-graduate degree (Honours, MA or PhD) in psychology, sociology, political science, international relations, economics or other research-oriented degree
<b>Experience requirement:</b>	Minimum of 2 years of work experience in qualitative research i.e. planning, facilitating, analysing and/or reporting on qualitative research interviews, focus groups, etc.
<b>Location:</b>	Gauteng-based will be preferable, but we will also consider strong applications in other regions/countries (Africa-based)
<b>Term of involvement</b>	Project-based contract of at least 3 months depending on the project
<b>Remuneration package:</b>	Starting salary of R10,000 - R20,000 per month dependent on work experience and qualifications
<b>Closing date for applications:</b>	Ongoing

### INTRODUCTION TO IOA

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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 solely focused on 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 African 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 in-depth industry assessments, market attractiveness studies and consumer research, through to partnership identification and facilitation, due-diligence investigations and impact studies.

The firm's expertise crosses through many different economic sectors with past and current projects focusing on industries such as banking and finance, education, energy, healthcare, infrastructure development, law, manufacturing, oil & gas, telecommunications, transport, and utilities, among others.

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## CALL FOR APPLICATIONS

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IOA is looking for a **Junior Qualitative Research Analyst** to join our current network of consultants to further bolster the company's ability to execute client projects. Consideration will be given to candidates who have experience in qualitative market and/or social research. Those with a proven track-record of participation in qualitative research projects, along with strong motivational statements on the value of their experience in the context of IOA's requirements, will be given preference.

### Responsibilities

Junior Qualitative Research Analysts who are part of IOA's network are called upon to participate in client projects. In this regard, the responsibilities generally include all or a combination of the following:

- Working with senior IOA team members to support various aspects of project processes
- Designing qualitative data collection instruments with guidance and oversight from senior staff e.g. questionnaire and discussion guide
- Executing primary and secondary research through IOA standard processes
- Conducting data analysis using qualitative analytical techniques
- Synthesising data using tried-and-tested IOA methods
- Creating insight-driven reports and providing actionable client recommendations

### Technical Skills, Experience and Qualifications

- Post-graduate degree (Honours, MA or PhD) in psychology, sociology, political science, international relations, economics or other research-oriented degree
- Minimum of 2 years of work experience in qualitative research i.e. planning, facilitating, analysing and/or reporting on qualitative research interviews, focus groups etc.
- Hands-on knowledge and understanding of the end-to-end qualitative research process
- Experience in developing qualitative questionnaires and discussion guides
- Strong qualitative facilitation skills and experience (interviews and/or focus groups)
- Strong qualitative analysis skillsets especially content and thematic analysis. Experience with software such as Atlas/Nvivo will be advantageous
- Good verbal and written communication skills
- Proficiency in MS Office packages (at a minimum intermediate mastery of Microsoft Word, PowerPoint, and Excel)

## Personal Skills and Attributes

- Passionate about Africa, development and research
- Strong eye for detail (particularly when executing core processes such as data capturing, analysis and reporting)
- Critical and analytical thinking
- Strong organisational and problem-solving abilities
- Excellent and timely communication skills, both face-to-face and through online methods (e.g. email and Zoom)
- Results-oriented
- Self-motivated and deadline-driven
- Good interpersonal skills

## HOW TO APPLY

Complete submission in two steps:

1. Complete questionnaire [here](#). *(please download this document in order to access this link)*
2. Submit your documentation through our online data capture system. Your additional documents should include:
  - Detailed CV
  - Letter of motivation
  - Example of written pieces
  - Copies of your latest academic achievements
  - Copy of your ID
  - At least 3 professional references
3. All applications will be handled strictly through our online application platform with no submissions accepted via email or any other platform. If you experience any platform challenges in the process of applying, you can direct queries to Nthathi and Monique at [human.resources@inonafrika.com](mailto:human.resources@inonafrika.com) with the subject heading "Application query - Junior Qualitative Research Analyst".
4. **PLEASE NOTE:** We assess potential candidates on an ongoing basis and reach out to candidates who have been shortlisted for a position. **If you have not heard from us, it means that you have not yet been short-listed for a position.** Follow-up emails with regards to the status of your application will not receive responses due to high volumes of emails sent to our HR team.