

COLUMBIA BUSINESS SCHOOL

OFFICE OF THE DEAN

RESEARCH ASSOCIATE (Multiple openings)

Columbia Business School seeks to recruit several full-time Research Associates (RAs) for the Office of the Dean to assist with faculty research in the Accounting, Decision Risk & Operations (DRO), Finance and Economics (F&E), Management, and Marketing divisions.

Under the guidance of Columbia Business School faculty, the RA will take an active role in on-going research projects in various stages from conception through publication. The work may include, but is not limited to: quantitative and qualitative research and analysis, coordination and management of information and data, development of teaching materials, and work on special projects.

This position provides an opportunity to gain experience in academic or business research, with a special focus on fields such as accounting, finance, statistics, operations, risk management, and would be ideal preparation for a PhD program or other graduate study.

Minimum 2 year commitment required.

This position offers salary commensurate with the candidate's qualifications and excellent benefits. For further information, visit <http://hr.columbia.edu/benefits>.

Job Duties may include:

1. Develop models and implement program code (STATA, R, SAS, Matlab, , etc.).
2. Perform statistical analysis, including regression analysis.
3. Collect, clean, and maintain computer data sets and databases. Assist with data entry and ensure data integrity. Extract and link data from multiple databases for analysis. Prepare detailed documentation.
4. Assist with data analysis and dissemination of findings through the preparation of reports, journal articles, presentations, web sites, and other research outlets.
5. Perform case-based research, including work with detailed primary documents.
6. Assist in the organization of research programs including conferences, seminars and workshops, and perform other related duties as assigned.
7. Prepare presentations for teaching and research projects.
8. Monitor the status of multiple projects and ensure that interim and final deadlines are met.
9. Perform other duties as assigned.

Education:

Bachelor's degree or its equivalent is required.

Minimum Requirements:

Demonstrated exceptional written and oral communications skills needed. Strong programming and quantitative skills required. Candidate must be organized and able to work on multiple projects simultaneously. Candidates must demonstrate through either prior work experience or academic course study an aptitude and enthusiasm for research.

Preferred Qualifications:

Major in economics or finance, or in a quantitative discipline such as Electrical Engineering, Computer Science, Operations Research, Mathematics, or Statistics preferred. Advanced coursework/training in statistics, mathematics, and/or computer science desired. Coursework in finance and/or economics preferable. Work experience in a research role, preferably in academic environment. Programming experience in one or more of the following languages: STATA, SAS, Matlab, Python, C++, or SQL preferred.

To Apply:

Please visit our website:

<http://www8.gsb.columbia.edu/faculty-research/research/job-opportunities/research-associate>

The application may be accessed directly at:

<http://www8.gsb.columbia.edu/faculty-research/research/job-opportunities/research-associate/application>

If your skills, experience, and interests are a suitable match for our needs, we will contact you to schedule an interview.

If you have any further questions, please email researchjobs@gsb.columbia.edu. Application materials must be submitted via the website. Submissions via email will not be considered.