### Position Information

<table>
<thead>
<tr>
<th>Requisition Number</th>
<th>100988</th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental Job Title</td>
<td>Research Professional</td>
</tr>
<tr>
<td>Type of Position</td>
<td>Staff</td>
</tr>
<tr>
<td>Number of Positions Available</td>
<td>1</td>
</tr>
<tr>
<td>Division</td>
<td>University of Chicago Booth School of Business</td>
</tr>
<tr>
<td>Department</td>
<td>3034123-BUS-Fama-Miller Finance Center</td>
</tr>
</tbody>
</table>

### *Standard Summary*

**About the Unit**

The University of Chicago Booth School of Business is the second-oldest school in the U.S. and second to none when it comes to influencing business education and business practices. Since 1898, the school has produced ideas and leaders that shape the world of business. Their rigorous, discipline-based approach to business education transforms students into confident, effective, respected business leaders prepared to face the toughest challenges.

Chicago Booth has the finest set of facilities of any business school in the world. Each of the four campuses (two in Chicago, one in London, and one in Hong Kong) reflects the architectural traditions of its environs while offering a state-of-the-art learning environment.

Chicago Booth is proud to claim:

- an unmatched faculty.
- degree and open enrollment programs offered on three continents.
- a global body of nearly 50,000 accomplished alumni.
- strong and growing corporate relationships that provide a wealth of lifelong career opportunities.

As part of the world-renowned University of Chicago, Chicago Booth shares the University's core values that shape the distinctive intellectual culture. At Booth, they constantly question and test ideas, and seek proof. This extraordinarily effective approach to business leads to new ideas and innovative solutions. Seven of the Booth faculty members have won Nobel Prizes for these ideas - the first business school to achieve this accomplishment.

For more information about the University of Chicago Booth School of Business, please visit: http://www.chicagobooth.edu/

### Unit Job Summary

**Research Professional**: Work with and be supervised by Chicago Booth faculty within the Fama Miller Center for research in finance on projects of theirs and their coauthors. The Research Professional builds and manages data sets, conducts field research, conducts statistical analysis, and edits research documentation. Additionally, provide general assistance to faculty and post-doctoral scholars. Attendance is required at various events, including selected research seminars. Ideal candidates are considering an application to PhD programs in economics, finance or related disciplines.

Position is expected to last one to two years. Start date subject to negotiation, may be as early as October 1.

**PRINCIPLE DUTIES & RESPONSIBILITIES:**

- Supports ongoing research projects, faculty and post-doctoral fellows, compiles, manipulates, and analyzes data using various search engines and software packages.
- Obtains and organizes information for research from other academic institutions and practitioners.
- Proofreads and edits citations of funded research reports, working papers, and publications.
- Maintains effective communication with all members of the faculty and outside institutions.

### Education

Master's degree in Statistics, Economics or related field required.
Experience
Relevant research experience preferred.

Competencies
Ability to train others required.
Knowledge of research techniques or methods required.
Analytical and problem solving skills required.
Excellent and professional verbal, written, and presentation skills, as well as organizational
skills and attention to detail, required.
Strong problem solving skills and ability to handle multiple projects simultaneously are
required.
Ability to work well independently, as well as with others, and to meet deadlines under
pressure is required.
Ability to seek out, coordinate, and appropriately disseminate information required.
Strong computer skills required.
Familiarity with mathematical and statistics software such as R, SQL, Python preferred.
Familiarity with programming languages such as STATA and MATLAB preferred.

A resume, cover letter and transcripts attached as document type 'other' are required to be
considered for this position.

Required Job Seeker Documents
Resume
Cover Letter
Other

Optional Job Seeker Documents

Work Location
Campus - Hyde Park

Other Work Location

Work Schedule
Full-Time

Hours/Week
37.5

If other than regular hours (M-F, 8:30-5:00) please
detail
Regular

Benefits Eligible?
Yes

Union (If applicable):
Non-Union

Pay Grade
NA

Pay Range
Depends on Qualifications

Pay Frequency
Monthly

Does this position require incumbent to operate a
vehicle on the job?
No

Is a Background Check Required?
Yes

Is Drug Testing Required?
No

Employee Referral Bonus Amount
None
The University of Chicago is an Affirmative Action / Equal Opportunity Employer.