Job opening: Junior Research Assistant (Statistics/Econometrics) - part time

Location: Center for Puerto Rican Studies, Hunter College, City University of New York
Schedule: Flexible, 19-20 hours per week. Additional hours contingent on available funding.
Start Date: Available immediately
Closing Date: Open until filled
Compensation: $18-20 hourly rate commensurate with experience;
Assignments & Supervision: Work assignments may vary depending upon Data Center research needs. Assistant works under the supervision of the Data Center Coordinator.

Description and Duties:
To provide research and organizational support to the Director. Research projects will focus on the study and interpretation of the social conditions of the Puerto Rican community in the United States. The junior research assistant will: Conduct statistical analysis of complex datasets in Stata, Process, consolidate, and transform data sets within and between databases using statistical and/or econometric techniques, maintain and update quantitative and qualitative economic, financial, or statistical databases; conduct literature and data searches for ongoing research projects, provide other research, writing and editing support for various reports and documents, organize and attend meetings/conferences related to research priorities, and perform other duties as necessary in support of the Director.

Qualifications:
• Bachelor’s degree in economics, statistics, policy, planning, computer science, math, or business or other related field is preferred.
• Training in econometrics and experience in applying econometrics are required. Training in economics or public policy is desirable. Mathematics background is helpful.
• A minimum of 1-2 years of work experience is desirable.
• Essential Software skills: Stata for the descriptive and econometric analysis of cross-section and panel data. MS Excel to construct spreadsheet models and to make publication quality graphics. MS Word competence including page and document formatting.
• Familiarity with issues related to economics, policy, the analysis of social conditions and related topics.
• Outstanding communications and writing skills. It is desirable, but not in any way required, that the candidate have language skills in Spanish.
• Ability to work independently and with small groups in academic settings.
• Final academic transcripts must be submitted prior to appointment.

To apply: Forward cover letter, resume and contact information for 2 professional references via e-mail to José de Jesús, Associate Director for Operations, Center for Puerto Rican Studies, Hunter College, CUNY at jdejesus@hunter.cuny.edu. The subject line of the email should read: Junior Research Assistant- Econometrics. Telephone inquiries: (212) 772-5706

About the Center for Puerto Rican Studies at Hunter College
The Center for Puerto Rican Studies is a research institute dedicated to the study and interpretation of the Puerto Rican experience in the United States, producing and disseminating relevant interdisciplinary research. Centro also collects preserves and provides access to library and archival resources documenting Puerto Rican history and heritage. We seek to link scholarship to social action and policy
debates, and to contribute to the betterment of our community and enrichment of Puerto Rican studies.

centropr.hunter.cuny.edu

Hunter College, located in the heart of Manhattan, is the largest college in the City University of New York (CUNY). Founded in 1870, it is also one of the oldest public colleges in the country.