

## **BSRIA Job Description**

### **Job Title: International Market Research Consultant**

#### **Key tasks (after induction period)**

- Working on and running projects in own team as well as other teams
- Taking briefs from clients
- Project management
- Personal and telephone interviewing
- Liaison and management of internal research staff, subcontractors and free-lancers
- Questionnaire design
- Results and strategic analysis
- Report writing
- Presentation of findings to clients

#### **You should have:**

- Excellent research skills (investigative, problem identification and solution)
- The ability to systematically determine what information is required and then to successfully seek it out
- Accuracy and attention to detail
- Interested in international research
- The ability to work to budgets and deadlines
- The ability to balance thoroughness with commercial demands
- High commercial awareness including the ability to identify potential areas for new projects
- Ability to pick up new (at times technical) areas.
- Numeric skills
- Excellent English, with one or more European languages an advantage
- A clear and confident communicator, with good verbal, written and presentation skills
- A highly developed and creative approach to problem-solving
- Good inter-personal skills
- Computer literacy (current packages used are Microsoft Word and Excel).
- Ability to promote and sell BSRIA's market research work

#### **Ideal personality will be:**

- Self-motivated and pro-active
- Willing to travel
- Autonomous but also team player
- Showing initiative, drive and enthusiasm
- Confident
- Pragmatic with a flexible approach
- With a sense of humor

**Qualifications and Experience**

- A Business or other degree.
- Some commercial experience preferably (2-3 years).
- At least one year marketing and research experience, preferably in a business-to-business research agency is essential.

**Reporting to**

General Manager, BSRIA China

**Employment:**

This is a full-time position at 40 hours per week and the salary is negotiable depending on experience with an annual performance and career appraisal.

Benefits include 15 days holiday per year.

**Overseas educational background required****Contact Details:**

Cissy Liu

International Account Manager, Consultant

BSRIA Business Consulting (Beijing) Co.,Ltd.

[www.bsria.com.cn](http://www.bsria.com.cn)

E-mail: [cissy.liu@bsria.com.cn](mailto:cissy.liu@bsria.com.cn)

Telephone: +86(0)10 6465 7707-200

Fax: +86(0)10 6465 7717

905, Tower C, Ocean International Centre, No.60 East 4th Ring Middle Road, Chaoyang District, Beijing, P.R. China 100025