PERSON SPECIFICATION

Details on the qualifications, experience, skills, knowledge and abilities that are needed to fulfil this role are set out below.

**Job Title:** Research Assistant **Department:** Politics and International Relations

<table>
<thead>
<tr>
<th>Education and Qualifications</th>
<th>Essential</th>
<th>Desirable</th>
<th>Tested by (Application form, Interview, Test)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed undergraduate courses in international political economy, international organisations, or cognate topics, with evidence of high achievement (first class)</td>
<td>X</td>
<td></td>
<td>Application form</td>
</tr>
<tr>
<td>A-level equivalents in world history or related topic</td>
<td></td>
<td>X</td>
<td>Application form</td>
</tr>
</tbody>
</table>

**Specific Skills, Experience and Knowledge**

- Capacity to write clearly in English | X | | Application form |
- Interest in international political economy | X | | Interview |
- Interest in international financial institutions | X | | Interview |
- Proficiency in Microsoft Excel | X | | Application form |
- Ability to manage varied workload to tight deadlines | X | | Application form, Interview |
- Training in quantitative research methods (e.g., R, Stata) | X | | Application form |
- Basic web design skills | X | | Application form |

**Interpersonal Skills**

- Strong collaborative skills, and ability for teamwork | X | | Interview |
- Excellent organizational and oral communication skills | X | | Interview |

**Relevant Experience**

- Essay or research experience on topics related to global economic governance | X | | Application form |
- Experience in organisation and planning in previous employment or volunteering | X | | Application form, Interview |