

Malatest is one of Canada's largest independently owned and operated social research companies with office locations in Victoria, Edmonton, Ottawa, and Toronto. Areas of our research focus are diverse; however, some common areas include health, education, employment and the labour market, housing, and transportation.

Our Toronto office is looking for an intern to support our ongoing research projects at all levels and to manage small projects with moderate complexity. This is an ideal learning opportunity for a student that is looking to gain experience in the industry. Our intern is expected to successfully execute research methods and produce quality outcomes.

We work hard to contribute meaningful research which informs decisions and opportunities for change across Canada. Our continued success, based on 35+ years of quality project outcomes, provides career advancement, continuous learning, professional development, and dynamic work experience opportunities. Malatest social research professionals are recognized nationally. At Malatest we believe in investing in our employees, and we demonstrate that through our competitive salaries and opportunities for career advancement as well as both internal and external professional development.

If you have a passion for research and working as part of a dynamic team, this position would be of interest to you. We are looking for candidates who have strong technical skills, an understanding of research methods, experience working with complex data sets, strong writing abilities, and excellent time and project management skills. This opportunity is ideally suited to someone with a background in research, consulting, or is otherwise familiar with project management and data analysis with minimal supervision.

Key areas of responsibility include:

- Supports the research manager by providing timely and necessary information required for project management and communication with clients;
- Assists in the development and design of different research methods such as survey data collection, analysis, and integration of data from multiple sources; conducting primary research activities;
- Contributes to the development and implementation of research and evaluation projects, or components of complex research studies;
- Undertakes sample planning and management, data validation, data management, and quantitative/qualitative analyses;
- Contributes to report writing, development of progress reporting tools, and editing and formatting reports for clients;
- Participates in the implementation of research projects by supporting project management through organizing project activities, guiding workflow, and monitoring project hours and budgets.

Qualifications:

- Minimum of a Bachelor's degree in the health or social sciences (e.g., economics, sociology, psychology, education or related discipline). Master's degree preferred.
- At least two years of applied work experience in a client-focused environment with responsibility for managing time and multiple projects from inception to completion.
- Experience managing large-scale quantitative research projects.
- Proficiency with data management and technical applications such as Stata, R, SPSS, SAS, MS Access, MS Excel, NVIVO, CATI/CAWI, and other standard MS Office products.
- Experience with survey data research, analysis and reporting.



- Experience conducting a wide array of primary quantitative research such as research design, data collection, analysis and reporting.
- Knowledge in the principles of research, program evaluation, research design and methodology, and quantitative and qualitative analysis.
- Strong writing skills with the ability to clearly communicate complex concepts, document research methods, and describe research results.
- Industry experience will be considered an asset.
- Malatest staff must adhere to privacy, security, confidentiality, and quality standards and be legally entitled to work in Canada.
- Work with Malatest to obtain security clearances with the Industrial Security Directorate Division of Public Works and Government Services Canada, and a criminal background check will be required.

Why Work for Malatest?

Malatest is a dynamic and fast-paced research project work environment. We employ a diverse and dynamic team of researchers at all stages of development (from emerging researchers to experienced experts) who bring a variety of skill sets and educational backgrounds. In addition to a competitive salary and a bonus program, we offer a full suite of benefits, including RRSP matching and parental leave top-up.

MALATEST VALUES

Team Player	Client-Focus	Business Acumen
Continuous Learning	Quality Orientation	Dedication to Excellence

Posted: January 27, 2023

Closing Date: Until Filled

Locations: Etobicoke, ON

Hours of Work: Temporary full-time, 40 hours per week; while hours of work for the position may vary—with overtime as required to meet the requirements and expectations of the position.

Rate of Pay: \$19.00-22.00 per hour (based on qualifications), plus 4% vacation pay.

How to Apply?

Submit your resume, cover letter, and application form to Malatest. No calls please.

Please quote the competition number **TOR-23-1** within the subject line and content of your application by e-mail.

E-mail: (Word or pdf) resumes@malatest.com	Fax: 1-888-384-2774	By Mail: 858 Pandora Ave Victoria BC V8W 1P4
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Malatest is an equal opportunity employer and will not discriminate against any employee or applicant from employment for which the employee or applicant is most qualified. *You are welcome to identify within your application if you belong to one of the four designated equity groups: women, Indigenous peoples, persons with disabilities and/or members of visible minorities.*
