

CAREER OPPORTUNITY

PROJECT MANAGER, MARKET RESEARCH

Office Location | London

Reputation Institute (RI) is the world's leading reputation management research consulting and advisory firm. As a pioneer in the field of brand and reputation management, Reputation Institute helps companies unlock the power of their reputations. With a presence in more than 40 countries, Reputation Institute is dedicated to advancing knowledge about reputation management and shares best practices and current research through client engagements, thought leadership publishing, executive education, membership networks, seminars, and publications.

Reputation Institute's research is considered the authoritative source for Corporate Reputation Management by the world's leading publications and has been featured in nearly every relevant trade publication, including *The Economist*, *Forbes*, *Fortune*, *Time*, *Bloomberg*, *Information Week*, *Industry Week*, *Business Week*, *The Financial Times*, *Washington Post*, *NY Times* and the *Wall Street Journal*. Our analysts frequently appear on media outlets such as NPR, CNBC, FOX Business News, BBC, Sky News, CNN and a multitude of industry webcasts.

PROJECT MANAGER, MARKET RESEARCH

The Market Research Project Manager is a "hands on" research project management and analytics leadership position with responsibility for all of RI's Global RepTrak® and National Tracker continuous measurement quantitative research projects. Responsibilities include: project management, methodology, database and data capture partner relationships.

Specifically, the Project Manager, Market Research is responsible for:

- Research RepTrak® Methodology – Work with consultants and clients to identify research needs, recommend methodologies, and design quantitative studies; global code book, database taxonomy, provide guidance to account teams on best practices for survey and sample design; manage study implementation to ensure quality and accuracy of research.
- Annual Global RepTrak® Measurement – Coordinate with local market teams across 20+ countries and RI's data collection partner to manage annual quantitative research on over 2,500 companies. This includes questionnaire and sample design, demographic fulfillment quotas, translations, survey programming, data collection, analysis and reporting that are the foundation of RI's Global RepTrak Top 100 Companies lists.

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- National Tracker RepTrak® Client Management – Lead the day to day management of RI continuous measurement program in over 20 countries. Coordinate with RI's data collection partner to manage client continuous quantitative research projects, including standard questionnaire and sample design, company familiarity, language translations, survey programming, data collection, analysis and reporting.
- RepTrak® Database Quality Control & Management – Ensure quality and accuracy of database including: taxonomy, programming support, data files, data integrity, hygiene updating, and access control for consulting teams leverage.

PROFESSIONAL QUALIFICATIONS

A successful candidate will possess:

- Exceptional data project management organizational skills in a measurement based market research business.
- Experience working with data capture providers including Toluna, SSI, Research Now and others in managing complex survey research projects.
- Coursework in Statistics and familiarity with SPSS, Stata, and Excel strongly desired.
- Programming skills in Python, R, and Visual Basic is preferred.
- Strong organizational skills and keen attention to detail are required.
- Client driven “can do” service approach to project management.
- Keen understanding of data management and classification systems.
- Ability to work in the United States is required.

EDUCATION

Degree from a leading school is required with a focus on sales, marketing, communications or business preferred.

COMPENSATION

On Target Average Compensation - \$100,000 - \$130,000k which includes:

- Competitive salary
- Quarterly bonuses for activity and new logo deal volume along with an attractive
- Commission plan for new logo sales bookings

BENEFITS

RI offers a full benefits program which includes health care choices, generous vacation and holiday PTO, 401k matching and more.

Reputation Institute is committed to diversity in the workplace and is an Equal Opportunity Employer.

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Hear what our clients and team say about RI

RI is the best place to grow as a professional. We work hard and we have fun doing it. Simply put, we are the Gold Standard of reputation management. Our Founders literally wrote the book on it and our clients sing our praises.

What organizations say about RI!

"Our CEO now utilizes quarterly general-public reputation measures in 15 countries consolidated into a single dashboard to report to our Board. Reputation Institute's framework has helped us understand our stakeholders."



Chief Marketing Officer,
MasterCard Worldwide

RepTrak®

Trust

"To be ranked among the most reputable companies is a great honor, and a reflection of what our 325,000 team members strive to deliver every day."



SVP Integrated Marketing
and Communications, FedEx

Expertise

Honest

Integrity

"We believe the survey is a great way to measure how we perform as a company and we remain dedicated to continue to live up to the expectations children, parents and other stakeholders have on us."



President and CEO,
The LEGO Group

Global

RLN

"A large part of Levi Strauss & Co.'s successful 162-year history is our commitment to quality apparel that never goes out of style and an unrelenting focus on innovation."



President and Chief
Executive Officer,
Levi Strauss & Co.

Teamwork

Advisor

"We believe reputation is built on our commitment to customers to provide quality, innovative products and back them with integrity."



Director, Global Public
Relations, John Deere

"Bacardi strives for continuous progress and improvements in everything we do. It's very rewarding to see that we are making real strides in corporate governance, innovation, reputation and overall citizenship with others around the world taking notice. A three-point jump in just one year to the number 90 spot in the Global RepTrak 100 rankings is extremely satisfying."



BACARDÍ
CEO, Bacardi Limited

What our team says about RI

"To me, RI is an opportunity to create a legacy in reputation measurement and management. The chance to do great work, be great, and expand upon our reputation as the gold standard in our field of reputation."

"We share the same financial goals – and we show each other the respect deserved. We have a spirit of we win together. No one person can claim all the success and no one person takes all the blame."

"One RI is a mindset, a way of working, and a collective goal. Globally we need to unite around a common purpose and to collectively work towards the same outcome."



"It means transparency, collaboration and partnership across offices and departments."

"A better system of communication and transparency. I do know that geographical distance presents an issue, but I do believe that it will be of high value if we learn more about the people in different offices."

"I recently joined RI and from my vantage point One RI means that although we are dispersed throughout the globe we share a single vision."

For more information about the firm, please visit our website at www.reputationinstitute.com.