



## Employment Opportunity

<b>Job Location:</b>	Singapore
<b>Position:</b>	<b>Intern (Research) – 3 to 6 months</b>
<b>Division / Dept:</b>	<b>Loyalty, Connect</b>
<b>Brief Job Description</b>	<p>The successful candidate will be an effective team member to the business unit, in the management of research projects and administrative tasks. He/she will learn the research basics through a combination of on-the-job training and formal training, and undertake project management tasks with supervision</p> <p><b>Responsibilities include:</b></p> <ul style="list-style-type: none"><li>• Provide quotes for and run small projects; know the ropes</li><li>• Work the data; check simple data accurately and make logical recommendations</li><li>• Draft basic proposals, reports and presentations, displaying appropriate knowledge for experience level</li><li>• Abide by the quality excellence procedures and apply them effectively</li></ul>
<b>Requirements</b>	<ul style="list-style-type: none"><li>• Degree (particularly in Marketing, Business, Social Science, Statistics or related studies)</li><li>• Strong PC skills, especially in Ms Excel, Word and Power Point</li><li>• Possess strong analytical, interpersonal and communication skills</li><li>• Resourceful, pro-active and results oriented</li><li>• A team player with a strong commitment to deadlines</li></ul>
<b>Contact Name:</b>	Lim Shao Ming – HR Executive
<b>Contact E-Mail:</b>	Hr.ipsossg@ipsos.com