



THE UNIVERSITY OF WINNIPEG

DEPARTMENT OF BUSINESS AND ADMINISTRATION

EMPLOYMENT OPPORTUNITY

RESEARCH ASSISTANT (PART-TIME)

DATE POSTED:	2 January 2012
RESPONSIBLE TO:	Dr David Timothy Duval, Department of Business and Administration, Faculty of Business and Economics, University of Winnipeg
DATES:	1 February 2012 — 30 May 2012 (17 weeks, with the potential for an extension)
PAY RATE:	\$10.75/hour to \$11.35/hour (commensurate with background, experience and qualifications)

1 OPPORTUNITY

Subject to budgetary approval, a part-time research assistant under the direct supervision of Dr David Timothy Duval is sought. This position is open to University of Winnipeg students currently enrolled in either a BBA degree or a BA (Economics) degree who have completed a minimum 59 credit hours at the University.

This purpose of this position will be to assist with legal, policy and economic research relating to the commercial air transport industry in Australasia.

The successful candidate will be part of a three-year research project funded by the Ministry of Science and Innovation in New Zealand, although for administrative purposes they will be employees of the University of Winnipeg. Project details can be found at Centre for Air Transport Research website (<http://catr.otago.ac.nz>).

2 KEY ACCOUNTABILITIES

The successful candidate will be expected to:

1. Acquire reports, data and other materials as directed from online and library sources.
2. Prepare, transform and clean data for use in future model estimations.
3. Assist with preliminary empirical model estimations and diagnostics.
4. Assist with the development of a series of alternative analytical testing procedures using existing and prepared data.
5. Other research-related activities as needed.

The successful candidate will be expected to use their best judgement in undertaking all duties, but they will also be expected to confirm with the Supervisor a course of action where there exists less surety in direction. The successful candidate will be expected to work with a large amount of independence.

3 DIRECTION AND REVIEW

The successful candidate shall report directly to Dr David Timothy Duval as required. An initial review of performance will be held after six weeks. Further reviews may be conducted at the discretion of the Supervisor.

4 WORKING CONDITIONS

Working conditions shall be those associated with standard office environments. Some air travel *may* be required (expenses will be paid), thus necessitating lodging in commercial accommodations and remote work in libraries and archives.

5 SKILLS AND QUALIFICATIONS

The following attributes are **essential**:

1. Currently enrolled in either the BBA or BA (Economics) at the University of Winnipeg.
2. A minimum of 59 credit hours completed at the University of Winnipeg.
3. Strong spoken and written communication skills.
4. Capacity and willingness to learn new software, research methods, and workflows quickly.
5. Excellent attention to detail.
6. Motivation to engage with material and research from multiple business and non-business disciplines.
7. Highly organised and proficient in time management.

The following attributes are **desired**:

1. Coursework in introductory econometrics.
2. Coursework in statistics and/or business research methods.
3. Experience using SPSS or Stata.
4. Experience with business-related research in an academic environment.
5. Strong grades (\geq B+) across completed Business courses.
6. Ability to work independently and with minimal supervision.
7. Willingness to travel (within Canada) for up to 6 days (expenses paid).

6 TERM AND PAY RATE

The position is rated nominally at 6 hours per week from 1 February to 30 May inclusive, although the distribution of these will likely vary from week to week. This position may be extended.

The rates of pay for this position shall range nominally from \$10.75/hour to \$11.35/hour (excluding vacation pay at 6%). The final rate of pay shall be commensurate with background, experience and qualifications of the successful candidate.

7 HOW TO SUBMIT AN APPLICATION

Interested applicants should submit a full resume, academic transcript and the names of two academic referees to David on david@dtduval.com. For academic transcripts, a readable, high-resolution photograph of an official UWinnipeg transcript is acceptable, but a scan is preferred. Please do not forward original documents as these will not be returned. Review of applications will commence on **10 January 2012**. Only candidates deemed suitable for a personal interview will be contacted after this date.

This position is subject to budgetary approval.