

**Term Research Assistant**  
Cambridge, MA, US

**Job Description for Full Time Research Assistant in Business Administration and Economics**

**Job Description:** Professor Trung Nguyen (Harvard University) and her co-authors seek to employ full-time research assistants at the Harvard Business School with start dates during the summer of 2021. The position is ideal for intellectually ambitious researchers interested in applying to a quantitative Ph.D. program (e.g., Economics, Finance, Accounting, Statistics, Data Science) and pursuing an academic research career.

The position reports directly to faculty members at Harvard Business School working on the following research topics: capital market, corporate governance, securities regulation, business and the government.

The full-time research assistant will have a number of jobs in their capacity as an RA. Specifically, the job will include entrepreneurial data acquisition and extraction using crawlers and code; data parsing, cleaning, merging and analysis; text matching; conduct background research for literature reviews and case materials.

I expect the candidate to spend 20% of their time on the entrepreneurial side of reading advanced literature and searching out new sources of data to answer questions in the agenda. I expect the candidate to spend 50% of their time writing new code to extract, parse, and clean the new data. The candidate will likely spend 15% of their time creating matching algorithms to existing datasets I have in order to conduct the analysis, with the remaining 15% of their time supporting problems that might arise during the quantitative analyses.

**Required Skills:**

- Extensive experience in programming languages such as Stata, Python, etc.
- All candidates will be expected to submit sample codes to be reviewed by and discussed with an HBS statistician
- Prior research assistant experience is strongly preferred.

**Required Education:**

MA or PhD (minimum of MA to be considered) in a quantitative discipline such as mathematics, statistics, economics, or computer science.

**Location:** The position is located at the Harvard Business School in Boston, Massachusetts. Given the developments with the ongoing pandemic, the candidate can also perform the duties remotely.

**Salary:** Six-month salary is \$31,500

TO APPLY: Please submit a single pdf document containing the following materials to

**[sgazzaniga@hbs.edu](mailto:sgazzaniga@hbs.edu)**

Applications will be considered on a rolling basis:

1. A cover letter that includes:
  - a. A brief description of your experience as a research assistant and with any independent research (e.g. thesis or other research projects)
  - b. A description of your experience with various statistical and computer packages (e.g. Stata, R, SAS, Python, Perl etc.)

- c. The names of two references (and their email and phone contact information) who will be provide references. At least one reference must be someone for whom you have worked as a research assistant. Please indicate which references you have worked for as a research assistant.

2. A current CV

3. A transcript (unofficial is fine).

4. Date you are available to start work.