



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/06

RESEARCH ASSISTANT

Job ID	24815-6192	
Web Address	https://careers.indigenous.link/viewjob?jobname=24815-6192	
Company	McMaster University	
Location	Hamilton, ON	
Date Posted	From: 2019-02-22	To: 2050-01-01
Job	Type: Full-time	Category: Education

Description

JD/TJD # JD00592

Pay Grade: 6

Title: Research Assistant

Unit/Project Description: For Department use only. A research assistant, based at the St. Joseph's Healthcare Charlton site, is required to provide support in the application of research methods in the Department of Surgery. The successful candidate will understand research ethics, research methods and apply simple statistical analysis using statistical software.

Job Summary: Responsible for organizing and administering one or more research projects within required deadlines under the direction of a Principal Investigator or project leader.

Purpose and Key Functions:

- Oversee the collection, entry, verification, management, analysis, and reporting of data.
- Use statistical software to analyze data and interpret results.
- Design and maintain databases, data collection forms, error checking methods and related programs for efficient collection, analysis, and reporting.
- Modify and reconfigure databases to ensure the optimal storage of data and minimize data entry complexities.
- Troubleshoot moderately complex computer problems.
- Write data management and operations documentation for the project.
- Liaise between the project centre and remote project sites and personnel.
- Conduct structured project participant interviews.
- Ensure that the relevant research methodology is applied and all research material is handled in accordance with established protocols, policies, and procedures.
- Participate in the development of promotional strategies and related materials to encourage participation and support for research projects.
- Develop presentations and present information and training sessions to project personnel and project participants.
- Conduct literature searches.
- Oversee the extraction and compilation of data required for reports and disseminate data to research groups and collaborating partners.
- Implement and maintain the research project budget. Create financial projections and make

adjustments to the research project budget throughout the fiscal year.

- Exercise appropriate budget controls, monitor, and reconcile accounts.
- Write, update, and archive data management and quality assurance conventions.

Supervision:

- No formal supervision of others is required.

Requirements:

- Bachelor's degree in a relevant field of study.
- Requires 2 years of relevant experience.

Assets: For Department use only. It is imperative that the candidate remain current with frequent changes to analytical methods, statistical software and new developments in research methodologies. The ability to work independently and an attention to detail are essential to this position.

For more information, visit McMaster University for RESEARCH ASSISTANT