



Linguistic Analyst Research Department

The Linguistic Analyst position conducts a linguistic review of qualitative market research data, by applying Quester's disciplined approach to exploring the data. This position works with Quester's Directors to conduct research studies based on client's business objectives. The position writes probes, tests interviews, conducts detailed analysis, synthesizes findings, and writes reports and presentations. This position is also involved in client conversations and presentations and is typically responsible for reviewing the detailed findings.

Essential Job Functions:

- Performs analytic duties, including: (65%)
 - Conducts Linguistic analysis
 - Writes Reports and Presentations
- Conducts project set up work and testing, including: (25%)
 - Writes Probes
 - Tests Interviews
- Manages Client Relationships at the Project Level (10%)
 - Handles some day to day study responsibilities with client; e.g. guide revisions, sharing findings, etc.
 - Assists in maintaining project scope, keeping Directors informed of any revisions that may impact timing or budget

Knowledge, Skills and Abilities:

- Ability to prioritize and coordinate multiple projects.
- Strong comfort level with technology and new software.
- Passion for understanding people.
- Interest in marketing/business issues.
- Sensitivity to language.
- Natural curiosity and analytical thinking skills.
- Must have excellent organizational skills and pay close attention to detail.
- The ability to communicate ideas and complex information in an effective and professional manner both verbally and in writing.

Education and Experience:

- Bachelor's degree in English or Psychology (or related fields)
- High level of experience with Microsoft Office applications, including: PowerPoint, Outlook, Word, and Excel.

Location: Des Moines, IA

Employment Classification: Full Time/Non- Exempt

Supervisor: Senior Vice President, Research

NOTE: These statements are intended to describe the general nature and level of work involved for this job. It is not an exhaustive list of all responsibilities, duties and skills required of this job.