

Job Specification

Job Title: **WEB PRODUCTION EXECUTIVE / ONLINE SURVEY PROGRAMMER**

Location: **London (Waterloo)**

Salary: £20-22k, with a generous bonus and promotions scheme

Research Now Plc is one of Europe's fastest growing businesses in the market research sector, and is a leading online fieldwork and panel specialist. With offices in Europe, North America and Australia, plus a growing network of consumer research panels in 20 countries worldwide, the business is a dynamic, fast-paced environment which offers a lively and stimulating place to work.

Working under the supervision of the Web Production Managers, the role will involve the transformation of questionnaire specifications into working online surveys, as well as the management and manipulation of the data collected in these surveys.

You should be logical and numerate, with good attention to detail and a can-do attitude, and with good basic IT skills. Experience of Javascript or Jscript.NET or Java is preferred but not essential. Flash, web design and SQL would also be advantageous.

Research Now utilizes Conformat survey scripting software with Jscript.NET to create its online surveys. Conformat is a web application for programming, developing and hosting our online surveys, whose data is recorded in an SQL backend.

Responsibilities Include:

- Scripting surveys will involve solving problems of logic as well as controlling what the survey will look like when it goes live
- Communicating with the project management and client service teams, as well as software support people to find the best solutions to logic problems when they arise
- Discussing each project with the project manager with respect to the client's brief, in terms of complexity and timings
- Testing the surveys in collaboration with the project manager to ensure that the client's brief is met, as well as ensuring the surveys will yield error-free data
- Helping the management of fieldwork in terms of setting up and controlling quotas and coordinating with the IT team the entry and exit points for each survey, and how this relates with Research Now's Intranet
- Setting up the real-time online reporting tool for the client as well as setting up live summary report pages for the project management team
- Manipulating stimuli material such as images, video and sound files with the survey, if necessary
- Reviewing (and sometimes editing) the collected data, as well as exporting and editing data files for the clients' own analysis tools
- Continually looking into how things can be improved, and communicating these ideas to the rest of the team

Required skills/attributes:

- Strong logical problem solving skills - enjoying this aspect, as well as the ability to "think outside the box"

Contact us for help or advice on any aspect of international online fieldwork or panels:

T +44 (0) 20 7091 7800 | www.researchnow.co.uk

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- Javascript or JScript.NET or Java or programming ability in similar languages, with an informed knowledge of data structures (sets, arrays etc.), conditional logic and iterative methods
- Compliant hand-code edited (D)HTML skills - effectively using frames, tables etc. to achieve required content placement to cater for maximum browser compatibility
- Knowledge and experience of the more common MS Office tools
- Some experience of image manipulation software
- Good standard of numeracy and excellent attention to detail
- Multi-tasking - managing many projects and many tasks at the same time by organising own time based on given priorities
- Working to deadlines in a fast-moving environment
- Communication skills - explaining technical points to non-technical people
- Team player - not only sharing ideas with the other programmers but working with the project management and sales teams to achieve a common goal
- Client focused

Other useful skills/attributes:

- Understanding of survey scripting (CATI, CAPI, CAWI)
- Web design, Photoshop, Flash, Actionscript, XML, XSLT
- Database tools such as Query Analyser for editing data using SQL queries; knowledge of MS Access may be useful
- Knowledge of other software packages for web-related work
- Good understanding of data delivery formats and experience of checking and verifying data
- Elementary knowledge of market research would be an asset

Training:

A structured programme of in-house and external training will be provided, as well as mentoring specifically designed for this role.

Contact:

If you'd like to join our young, dynamic team please email your CV and covering letter to the contact below. You **MUST** post a covering letter summarising your experience and explaining why you think you are suitable for this specific role.

Mr. Meb Gafur at Research Now
email:meb@researchnow.co.uk

Unfortunately due to the high number of CVs we receive we are only able to respond to those candidates that we are able to take to the next stage. We wish everyone success in his or her job search.

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