



**AMERICAN
UNIVERSITY OF BEIRUT**
**SULIMAN S. OLAYAN SCHOOL
OF BUSINESS**

Job title: Research Assistant

Research Project: Olayan School of Business

[Suliman S. Olayan School of Business \(OSB\)](#) at the [American University of Beirut](#) is inviting applications for a full time Research Assistant to work with Dr. Jihad Dagher, for 3 months starting immediately, with potential renewal.

Job Description

The Research Assistant will be responsible for careful data collection, including searching online data sources and libraries, and for conducting quality checks and basic summaries. The Research Assistant will ensure that datasets meet specified standards and will maintain and update databases in an organized manner. The role also involves contributing to improving the logistics of the research plan to ensure timelines are met, including smooth communication with other research team members. The Research Assistant may be tasked with learning and applying basic coding techniques. Advanced statistical or programming skills are *not* required.

Qualifications

- Undergraduate-level coursework in a quantitative field (including the social sciences)
- Strong attention to detail and organizational skills
- Strong work ethic, initiative, and ability to meet research deadlines
- Excellent communication skills in English
- Willingness to learn new tools and techniques, including basic coding for data management
- While not required, basic knowledge of Python is an advantage
- Prior experience with research or data-related work is a plus but not required

[APPLY HERE](#) by attaching the following documents

- Updated CV
- Letter of intent explaining your motivation to apply for this position and your qualifications

Applications will be reviewed on a rolling basis.