

Research Assistant (Health & Social Sciences) - HSS/PT
Singapore Institute of Technology

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Posted Jul. 15, 2024, set to expire Jul. 5, 2025

Job Title Research Assistant (Health & Social Sciences) - HSS/PT
Department Health and Social Sciences
Institution Singapore Institute of Technology
Singapore, , Singapore

Date Posted Jul. 15, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Professional Staff
Research Scientist/Associate

Academic Field(s) Public Health/Management/Administration
Public Health/Biostatistics/Epidemiology
Allied Health Professions

Job Website <https://careers.singaporetech.edu.sg/cw/en/job/498721/research-assistant-health-social-sciences-hsspt>

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Job Description

Research Assistant (Health & Social Sciences) - HSS/PT

Job no: 498721

Department: Health and Social Sciences

Contract type: Contract

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As a University of Applied Learning, SIT supports basic and applied research that advances the science of learning and its applications. Our research staff will have the opportunity to develop research skills and knowledge that are relevant to both academic and industry contexts while working on research projects in SIT.

The primary responsibility of this role is to contribute to an academic research project where you will be part of the research team to investigate the cognitive mechanisms of learning and memory; as well as to design and implement qualitative studies and experiments related to this.

Key Responsibilities

- Participate in and manage the research project with Principal Investigator (PI), and the research team members to ensure all project deliverables are met.
- Undertake these responsibilities in the project:
 - i. Liaise with research participants, members of the research team and other professionals
 - ii. Assist in the creation and refinement of research materials and methodologies
 - iii. Assist with data collection in the field, execute and oversight of research experiments, data processing, data entry, and data analysis
 - iv. Maintain accurate records of data collected, safeguarding the confidentiality of participants, as necessary
 - v. Manage administrative tasks related to the research projects e.g., apply for ethics approval, coordinating meetings, scheduling research tasks, requesting for information etc
 - vi. Conduct literature reviews
 - vii. Assist in preparation of research reports, findings and presentations to stakeholders
 - viii. Coordinate and attend project meetings, monitor the project budget and work on other projects and initiatives, as required.
 - ix. Prepare, maintain, and update website materials.
 - x. Prepare and write manuscripts for publications with the research team
- Carry out Risk Assessment, and ensure compliance with Work, Safety and Health Regulations.
- Coordinate procurement and liaison with vendors/suppliers.
- Work independently, as well as within a team, to ensure proper operation and maintenance of research equipment.

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Job Requirements

- Have relevant competence in the areas of Microsoft applications (Word, Excel, PowerPoint)
- A good degree with honours in relevant discipline (e.g., psychology, neuroscience, public health, allied health etc).
- Knowledge of research related software such as Endnote, STATA, SPSS will be an advantage.
- Knowledge of Generative AI such as copilot/ChatGPT.

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Advertised: 15 Jul 2024 Singapore Standard Time

Applications close: 31 Aug 2024 Singapore Standard Time

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Singapore