

RESEARCH ANALYST I

Optimal Solutions Group, LLC (Optimal) has multiple openings for Research Analyst I position. The Research Analyst(s) would assist senior researchers in a variety of research and analysis tasks including collection and preparation of data from surveys and administrative information systems, performing basic analysis and coding of survey instruments, conducting literature searches, contributing to written reports and proposals, and providing general administrative project support. Must be able to work independently but also function effectively as a member of the project team.

Optimal is a policy research and data analytics firm that conducts studies and provides technical assistance on entrepreneurship and innovation, education, workforce development, economic development, health care, and related subjects. Our mission is to provide decision makers with rigorous and timely insights that enable our clients to improve public well-being. Optimal is located in the Discovery District at the University of Maryland, approximately 10 miles from Washington, DC. For more information see www.OptimalSolutionsGroup.com.

Requirements and Qualifications:

Strong analytical and quantitative ability required. Must have demonstrated problem solving skills, and leadership experience. Facility with statistics and programming experience with statistical packages (such as R or STATA) is desired. Must be able to effectively communicate problems and results, orally and in writing and be able to work independently and as a member of a team. Self-motivation and interest in data-driven public policy analysis a must.

Education:

B.S. in Economics, Data Science, Public Policy, Political Science, Psychology, Public Health, Sociology, Social Work or other pertinent discipline.

To Apply: Please submit your application, including your resume with a cover letter, to [Optimal's ADP WorkforceNow Portal](#).