

Research Assistant (Social Media Analytics/Strategic  
Communication)  
Nanyang Technological University

Direct Link: <https://www.AcademicKeys.com/r?job=243029>

Downloaded On: Mar. 29, 2025 5:10am

Posted Aug. 13, 2024, set to expire May 6, 2025

<b>Job Title</b>	Research Assistant (Social Media Analytics/Strategic Communication)
<b>Department</b>	Wee Kim Wee School of Communication and Information
<b>Institution</b>	Nanyang Technological University Singapore, , Singapore
<b>Date Posted</b>	Aug. 13, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available Immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Psychology - General Social Sciences - General
<b>Job Website</b>	<a href="https://ntu.wd3.myworkdayjobs.com/en-US/Careers/details/Research-Assistant--Social-Media-Analytics-Strategic-Communication-_R00018120-1">https://ntu.wd3.myworkdayjobs.com/en-US/Careers/details/Research-Assistant--Social-Media-Analytics-Strategic-Communication-_R00018120-1</a>

**Apply By Email**

**Job Description**

The Wee Kim Wee School of Communication and Information (WKWSCI) is hiring a full-time research assistant for a project investigating how information cascades in closed messaging app groups, such as Telegram. Selected candidate will work closely with Assoc Prof Edson Tandoc Jr.

**Key Responsibilities:**

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- Ensure project milestones are on track and on time
- Coordinate regular meetings and facilitate communication with the PI, collaborators, fellows
- Handle financial planning and monitor expenditures
- Prepare, manage, and maintain research project records
- Prepare and submit reports to, as well as regularly liaise with, the funding agency
- Recruit and work with student assistants to implement research project tasks
- Assist in manuscript preparation and data analysis, when needed (e.g. help in writing literature reviews, cleaning data, running analysis)
- Maintain project website
- Undertake any additional ad-hoc administrative duties as required by the PI

**Job Requirements:**

- Bachelor's degree in communication studies, psychology or other related areas of social sciences will be preferred
- Skills and experience in quantitative/qualitative research
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Good analytical skills and academic writing skills

- Good team player and leader with effective communication skills and the ability to work closely with faculty, staff and external collaborators
- Good project and time management skills

We regret to inform that only shortlisted candidates will be notified.

### **Contact Information**

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

#### **Contact**

Wee Kim Wee School of Communication and  
Information  
Nanyang Technological University  
Singapore