



University of Kurdistan Hewlêr
زانکۆی کوردستان ههولێر

Vacancy Announcement
Data Analyst/Research Assistant

Summary:

The University of Kurdistan Hewlêr (UKH) is seeking a qualified candidate for the position of Data Analyst/Research Assistant within the Artificial Intelligence and Innovation Centre.

The successful candidate will report to the Director of Artificial Intelligence and Innovation Centre, contributing to the efficient functioning of the labs and ongoing research. Key responsibilities include serving as a Research Assistant and analyzing data for insights.

VACANCY TITLE:	Data Analyst/Research Assistant
VACANCIES AVAILABLE:	One
CENTRE/ ...:	Artificial Intelligence and Innovation Centre (AIIC)
JOB FAMILY:	Academic
TYPE OF CONTRACT:	FTE
HOURS OF WORK:	40 Hours/Week
PLACE OF WORK:	University of Kurdistan Hewlêr (UKH)
REPORTING TO:	Director of the Centre
CONTRACT DURATION:	Three Years
PROBATION:	Six months
APPLICATION DEADLINE:	Open until the position is filled
JD VERSION:	12092024



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DUTIES AND RESPONSIBILITIES

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- **Data Collection and Management:** Gather, clean, and maintain datasets from various sources to support research projects.
 - **Data Analysis:** Perform statistical analyses using tools like Python, R, or SQL to interpret data and uncover insights.
 - **Research Support:** Assist in designing and conducting research studies, including developing methodologies and protocols.
 - **Reporting and Visualization:** Create clear and insightful reports, dashboards, and visualizations using software like Tableau, Power BI, or Excel.
 - **Literature Review:** Conduct comprehensive reviews of existing literature to inform research directions and stay updated on industry trends.
 - **Data Quality Assurance:** Ensure the accuracy and integrity of data through regular audits and validation checks.
 - **Collaboration:** Work closely with researchers, project managers, and other stakeholders to align data analysis with project goals.
 - **Documentation:** Prepare technical documentation, research papers, and presentations to effectively communicate findings.
 - **Tool Development:** Develop and maintain data models, algorithms, and predictive tools to enhance data analysis capabilities.
 - **Compliance and Ethics:** Adhere to data privacy laws and ethical guidelines in handling sensitive information.
 - Perform other duties commensurate with the nature of the position and as requested by the Line Manager.
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PERSON SPECIFICATIONS

- **Education:**
 - Bachelor's degree in Data Science, Statistics, Computer Science, or a related field.
 - A Master's degree or ongoing graduate studies are preferred.
 - **Experience:**
 - Proven experience in data analysis, preferably in a research or academic setting.
 - Experience with statistical modeling and machine learning techniques is a plus.
 - **Technical Skills:**
 - Proficiency in programming languages such as Python, R, and SQL.
 - Strong knowledge of statistical analysis and data mining methodologies.
 - Experience with data visualization tools like Tableau, Power BI, or matplotlib.
 - Familiarity with database systems and data warehousing concepts.
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- Knowledge of machine learning frameworks (e.g., scikit-learn, TensorFlow) is advantageous.
- Understanding of big data technologies like Hadoop or Spark is a plus.
- Research Skills:
 - Ability to design and implement research studies and experiments.
 - Strong understanding of research methodologies and statistical testing.
 - Experience in writing academic papers or technical reports.
- Soft Skills:
 - Excellent analytical and problem-solving abilities.
 - Strong attention to detail and accuracy.
 - Effective communication skills, both written and verbal.
 - Ability to work independently and collaboratively within a team.
 - Good organizational and time management skills.
- Personal Attributes:
 - A curious and inquisitive mindset with a passion for data and research.
 - Adaptability to work on multiple projects and manage shifting priorities.
 - Commitment to continuous learning and staying updated on industry best practices.
 - Ethical handling of data with a strong understanding of confidentiality requirements.
- Additional Requirements:
 - Experience with statistical software packages (e.g., SPSS, SAS) is beneficial.
 - Certifications in data analysis or related fields are a plus.
 - Familiarity with data privacy regulations.

HOW TO APPLY

- Interested applicants are requested to email their Application Form, CV, and Personal Statement to jobs@ukh.edu.krd by indicating the specific Vacancy Title: Data Analyst/Research Assistant and inserting the most recent passport-size photo in the area provided on the application form.
- Only complete applications: Application Form (with the most recent photo), Personal Statement and CV will be considered.
- The size of the photo must be 45mm x 35mm with no less than 150 pixels for quality.
- Any application that does not specify the vacancy applied for will not be considered.
- An Application Form is available at 'Vacancies' on the University website (<http://www.ukh.edu.krd>) or click [here](#) to download it.
- Only short-listed candidates will be contacted for an interview.