

1 Job description

1.1 Job Details

Job Details:	
Job Title:	Research Analyst
Team:	Research and Information Team
Reporting to:	Research Manager
Responsible for:	Quantitative and qualitative research tasks and data analysis and visualisation in operational risk as part of the ORX research programme
Budget responsibility:	n/a
Location	Hybrid working (Bath, UK)

1.2 Job summary and main purpose

The ORX Research Analyst role is a challenging and rewarding opportunity to work within the operational risk industry as part of ORX's busy Research and Information team. The ORX Research and Information programme provides operational risk measurement and management research projects to the financial services industries. These range from best practice exercises to original research and include qualitative and quantitative studies.

The individual will support elements of the ORX research programme by assisting with the delivery of research projects. This will involve both quantitative and qualitative research tasks with a particular focus on survey design, data analysis, visualisation, and benchmarking. Tools such as Excel, SQL and R will be used to analyse and visualise data which, together with the individual's strong writing skills, will help us to communicate research findings in coherent and engaging ways.

The Research Analyst will have strong quantitative skills, will be an effective and enthusiastic communicator with an analytical approach who enjoys working with data and learning mathematical programming languages, and will show initiative in applying their research and analytical skills.

The successful candidate will benefit from a supportive working environment in which both job specific training and personal development are valued. Find out more about life at ORX and how we work as well as the benefits and work environment we offer [here](#).

1.3 Principal duties and responsibilities

Key responsibilities include:

- providing analytical support to the Research and Information team

- supporting quantitative and qualitative analysis of data requiring some knowledge of statistics and programming
- supporting the development and analysis of surveys (including by using a customised survey tool), combined with producing charts and other data visualisation outputs
- supporting ORX to derive value from its data assets through the development of new ideas for benchmarking, visualisation, and analysis
- supporting research into specific aspects of operational risk practice, trends, and methodology
- assisting in the drafting and delivery of research reports
- supporting the communication of research findings with the ORX constituency
- providing support, where required, to ORX Working Groups and member meetings

1.4 Accountabilities

Key result areas include:

- delivering delegated elements of research activities including researching, data analysis and visualisation, supporting project planning, survey work (design, building, analysis), and report writing.

1.5 Candidate profile

CRITERIA	Essential	Desirable
Qualifications and training		
Relevant qualification (or equivalent experience) in an academic discipline such as mathematics, data science or economics	X	
Knowledge and experience		
Knowledge of banking and financial services, as well as operational risk		X
Experience of, or confidence in, working on qualitative or quantitative research and manipulating quantitative information (including as part of a degree/relevant qualification)	X	
Experience of assessing and analysing qualitative and survey data		X
Track record of intellectual curiosity and interest in economics and finance	X	
Some demonstrable experience of data analysis with software and statistical packages (e.g. R, Excel, SAS)	X	
Knowledge of banking and financial services		X
Knowledge of operational risk		X
Good IT skills, in particular Microsoft Office applications (including PowerPoint)	X	
Skills and abilities		

Experience of operating in an international environment		X
Good communication and interpersonal skills, particularly those acquired in working within a hybrid environment	X	
Ability to handle confidential material with discretion	X	
Ability to work autonomously and proactively	X	
Self-motivated and organised	X	
Ability to cope under pressure and to prioritise tasks	X	
Reliable and trustworthy	X	
Demonstrable participation in the delivery of original research		X

1.6 Key competencies

The 3 key competencies required for the role are:

1. Analytical and conceptual thinking
2. Accuracy and attention to detail
3. Planning and organising

1.7 About ORX

As the largest operational risk management association in the financial services sector, ORX helps the global financial services industry measure and manage operational risk. We research, improve understanding, and share knowledge to benefit a global community of member financial institutions committed to improving the management and measurement of operational risk.

We are a dynamic, fast-growing, international industry association with a membership of over 100 leading banks and insurers from more than 20 countries. Owned and driven by our member institutions, we bring together hundreds of operational risk professionals to share their knowledge, expertise, and experience in the industry. Founded in 2002, we are continuing to grow our membership and range of services in 2024. We are owned by our members and are a not-for-profit organisation.

Find out more about what we do [here](#).