

## Job Ad: Project coordinator

Berlin, January 30<sup>th</sup>, 2019

We are looking for a friendly colleague who enjoys coordinating and realising projects.

- Part-time or full-time employment
- Flexible working hours
- *SurveyEngine* office in Berlin-Schöneberg
- Modern office
- International team and projects

### Company introduction

*SurveyEngine* We remain exclusively focussed on Choice Modelling methods and technology. We provide both professional consulting services and cloud-based software for Choice Modelling projects. The *SurveyEngine* group holds US, Australian and European (pending) patents for Choice Modelling Systems and Methods.

### Job Description

You will be responsible for coordination of international academic and market research projects. This includes planning new projects, building studies in the *SurveyEngine* software, quality assurance and fieldwork management.

You will be involved in international academic projects on choice-modelling. This will give you great insights into current research on health care, quality of life, environmental studies or upcoming technologies, such as self-driving cars.

We offer you an international team, flexible working hours and a great team to work with. Our office is in Berlin and our team is composed of members from different disciplines.

After a training phase of about 3 months you will plan and realise projects independently. They will also be responsible for quality assurance.

### Job requirements:

- 1 years' experience in project management
- Time and budget management skills
- Good written and spoken English
- Skilled in using Excel
- HTML and CSS experiences

### Contact

If you are interested, please send your CV to Ben White: [ben@surveyengine.com](mailto:ben@surveyengine.com)