



Ipsos is a global leader in survey-based market research activities, present in 90 markets and employing more than 18,000 people. Our passionately curious research professionals, analysts and scientists have built unique multi-specialist capabilities that provide understanding and powerful insight into the actions, opinions and motivations of citizens, consumers, patients, customers or employees.

In Switzerland Ipsos is the largest market research company; we are a team of 126, from more than 23 countries and based in Geneva, Basel and Root.

Our team based in Root / Lucerne – focusing on a large variety of clients in the German-speaking part of **Switzerland** (incl. testing innovations, improving the customer experience of products / services, helping brands to grow, etc.) is looking for a:

(Senior) Research Executive

The (Senior) Research Executive will have the following main responsibilities:

- Support the client service team during the project cycle (from questionnaire development to delivery of report) and work very closely together with other team members as well as vendors to ensure the successful execution of projects
- Contribute to client meetings and interface with clients on project related matters under guidance of senior team members
- Liaise with vendors, manage, and monitor fieldwork
- Set-Up market research projects on the Ipsos.Digital online platform
- Analyze quantitative data and help develop reports and presentations
- Contribute to a great visualization of the research results in reports & presentations (e.g. in MS PowerPoint).

Desired qualifications, skills and experiences:

- University degree preferably in marketing/market research, management, social sciences, communication sciences, data science or similar
- A first experience in market research is an advantage for a Research Executive. For the Senior Research Executive, 3-5 years of market research experience is required.
- Accountable for internal project management (incl. managing schedules by meeting critical timelines & workflows) of defined market research projects (normally 4-5 projects running in parallel with different timelines)
- Highly collaborative and adaptable: ability to work efficiently in a team
- Ability to juggle numerous tasks at once
- Proactive and solution-oriented, with the ability to work autonomously
- Strong attention to detail, numerical and analytical skills
- Strong organizational and time management skills
- Strong communication and interpersonal skills in order to connect with colleagues or stakeholders across the organization (in an multicultural environment)
- Native in (Swiss-) German language and excellent English skills – other languages are an advantage
- Strong PowerPoint, Word and Excel skills



We offer you:

- Extensive trainings
- Scope for career development in a global company
- A collaborative and supportive work environment
- International working environment
- 40 working hours per week
- Home office: up to 2 day per week
- Lunch checks

If you recognise yourself in this description, then please send your application by email to: Recruitment_Switzerland@ipsos.com.

Our career page and our vacancies in Switzerland can be found at: [Professional vacancies | Ipsos](#).