

Job Description – Survey Programmer

The primary role of the Survey Programmer at Spherix Global Insights is to accurately execute and deliver online market research surveys. This role will work collaboratively with other departments to obtain the highest quality data and ensure our clients' needs are met. The position will work closely with and report to the Manager of Research Operations. This position is based in Exton, PA.

Key Responsibilities:

- Program questionnaire documents into survey platform.
- Review survey questionnaires for quality and maintain consistency across report types and therapy areas.
- Proactively suggesting improvements to functionality and effective ways to reduce length and survey burden.
- Ensure all required programming notes are included and accurate.
- Test surveys to ensure all programming instructions, logic, flow have been implemented.
- Explore ways to utilize our systems to create a better respondent experience.

Requirements:

- Bachelor's Degree.
- Two years of work experience programming surveys.
- Experience using at least one online survey platform (FocusVision Decipher, ConfirmIT, Qualtrics, Key Survey, etc.).
- Working knowledge and experience using Microsoft Suites (Excel, Word, Outlook).
- Must be detail oriented with an eye for quality.
- Must be able to prioritize projects effectively, work independently, and adhere to deadlines.
- Capable of working in a fast-paced and dynamic environment under deadlines.
- Good communication skills, both written and oral.
- Market research, biosciences, syndicated research, a plus.
- CSS, JavaScript, SPSS, data science experience a plus.

What You Bring:

- You are a hardworking, self-starter that is comfortable working independently and without routine management supervision.
- You are a strong problem-solver with an ability to "think outside of the box".
- You enjoy being innovative and developing new ways to obtain the data to create a better respondent experience.

- You enjoy making progress towards your goals and possess an instinctively entrepreneurial business acumen.
- You embrace change and innovation and value integrity.
- You seek a working environment populated by dynamic professionals with a team-oriented approach to building a best-in-class insights business

Other relevant information:

- This position will be based in Exton, PA.
- The position reports to the Manager of Research Operations.
- Compensation package includes competitive salary and benefits (health, 401K), commensurate with experience, as well as an annual bonus for meeting performance objectives.
- Candidates must be legally authorized to work in the United States.
- Relocation assistance to the Exton, PA area is not included.

To apply, please send resume and cover letter explaining why you believe you are a good fit for this role to careers@spherixglobalinsights.com.

About Spherix

Spherix Global Insights (www.spherixglobalinsights.com) is a business intelligence firm serving highly specialized biopharmaceutical clients. Our aim is to apply our commercial experience and unique relationships within core specialty markets to translate data into insight, enabling our clients to make smarter business decisions. Our research activities will be focused on certain highly dynamic therapeutic areas which include dermatology, gastroenterology, rheumatology, nephrology, ophthalmology and neurology.