



## **Job Opening: Junior Associate**

Minimum Education: Bachelor's degree

Minimum Experience: Strong interest or background in politics or polling.

This position is available immediately in our **Montgomery, AL** office.

ALG Research is a nationally-recognized Democratic polling firm with offices in Washington, DC, Boston, MA, Chicago, IL, Hawaii and company headquarters in Montgomery, AL. ALG is looking for a Junior Associate to begin immediately.

This person will assist partners in writing surveys, analyzing data and presenting strategic recommendations based on findings through reports and presentations. This is a rare opening with a nationally recognized firm. The ideal candidate for this position is detail-oriented, has excellent verbal and written communication skills, and works efficiently with short timelines, deadlines, and significant pressure. Candidates applying should be self-starters with exceptional organizational and time-management skills. The person selected for this position will have constant interaction with two ALG partners and will be trained in polling and strategic consulting.

### **Primary responsibilities include supporting partners through:**

- Researching & preparing documents for proposals, pitches, presentations, and client meetings and calls.
- Writing surveys and strategic memos.
- Creating reports, memos, charts, and decks based on data.
- Assisting in survey development, fielding surveys, and reporting of data.
- Interpreting data to create meaningful and usable information and strategic insight.

### **Preference given to candidates who possess a mix of the following:**

- Proven understanding of qualitative and quantitative research methods and techniques.
- Impeccable attention to detail.
- Creative thinker and innovator
- Strong written and verbal communication skills.
- Proven ability to multi-task, highly organized with strong time management skills
- Experience managing multiple projects with strict deadlines on a daily basis.
- The ability to laugh at oneself or tell a good joke

ALG Research offers a competitive salary and benefits package that includes employer-paid health insurance. Email resumes to [andrea@algpolling.com](mailto:andrea@algpolling.com). Open until filled.