Job Description – Behavior Economics Laboratory Research Specialist

Department: The Office of Research  Reports to: The Director of the Behavioral and Experimental Economics Laboratory and the Assistant Provost for Research

Position Summary
The Behavioral and Experimental Economics Laboratory Research Specialist (the Specialist) is the person responsible for the general operation of the Behavioral and Experimental Economics Laboratory Research at NYU Shanghai (the Laboratory). S/he is required to have computer programming skills and provide technical expertise to researchers. S/he will work closely with faculty, assist with econometric analyses and provide specialized support to address all computer-based laboratory research needs.

Responsibilities

Serves as project manager and expert in laboratory research

• Maintains an up-to-date knowledge of experimental research methods;
• Provides professional support, technical expertise and advice in the development/design of experimental research studies (including turning ideas or research questions into experiments) and coordinates/oversees their implementation;
• Manages the workflow, scheduling and operations of the laboratory;
• Manages and maintains the research participant group, including recruitment, training, monitoring, and compensation of research participants;
• Prepares cost estimation, invoices and monitors expenditures;
• Translation of materials from English to Chinese related to the operation and continued funding of the laboratory
• Conduct statistical and econometric analyses of experimental and non-experimental data.
• Prepares productivity, annual, and other reports as requested.

Facilitates and oversees laboratory research

• Ensures laboratory computers, software and equipment are up-to-date and functional;
• Independently programs and thoroughly tests all experimental research programs;
• Monitors data to ensure validity and makes adjustments and recommendations as appropriate;
• Develop programs in z-tree to carry out economic experiment
• Provides final data files, reports, and basic analysis of results to researchers;
• Cleans and archives experimental research data files;
• Develops internal quality control standards and operational procedures;
• Delivers training sessions and workshops on experimental research design and laboratory operations.
• Maintains the Behavioral and Experimental Economics Laboratory Research website and subject database.

Qualification

• Required Education
  Master’s degree or above in discipline with applied computer skills (e.g., Economics, Psychology, Computer Science, Systems Engineering).

• Required Experience
  ➢ Experience to apply one or more of the following is required: C++, E-Prime, R, JavaScript, z-Tree, HTML, PHP, and Python.
  ➢ Experience to apply one or more of the following statistical/econometric packages: Stata, Matlab and R.
  ➢ Prior experience related to academic writing preferred.
  ➢ International work/study experience preferred.

• Required Knowledge, Skills, and Abilities
  ➢ Ability to work in a computer-based laboratory to structure and implement programmed experiments.
  ➢ Desire to learn new software Packages related to economic experiments and statistical/econometric analyses.
  ➢ Excellent communication and presentation skills.
  ➢ Ability to work independently and cooperatively.
  ➢ Strong organizational and time management skills, able to meet deadlines.
  ➢ Excellent problem solving capabilities.
  ➢ Proficiency in written and spoken English and Chinese.