October 2018
Duke Job Req # 401612657

Genomics, Biometrics, & Identity Data Tech

The Duke Initiative for Science and Society research team on Genomics, Biometrics, and Identity is seeking a full-time Data Tech to assist in research and project implementation. The team is researching ethics and policy for the use of genetic information in migration, human trafficking, and missing persons.

This position will work under the general supervision of the Principal Investigator (PI) on an NIH sponsored research project on Genomics, Biometrics, & Identity. The successful candidate will maintain records for the project, assisting in team coordination and providing assistance to undergraduates with work study projects. The successful candidate also will assist with IRB protocol development of social science research, including interviews and community forums. The successful candidate will participate in meetings with the PI and assist coordination of undergraduate work study projects. The successful candidate will be expected to exhibit individual initiative, work independently; be technically proficient and accurate with general software (ppt, xls) and social media platforms; effectively communicate in both written reports and presentations; and possess attention to detail.

Requires a Bachelor’s degree in a related field with 1-2 years of social science research experience. Must be willing to work flexible hours as necessary.

Requirements:
• Responsible, punctual, professional, and mature
• Eager to learn, communicative, and responsive to feedback
• 1-2 years social science research experience, preferably interviews
• Familiarity with social media (e.g., Twitter, Facebook)
• Familiarity with PubMed, Google alerts
• Proficient with MS Excel, MS Powerpoint
• Flexible hours
• Have an interest in human rights and science

Preferred:
• Spanish-speaking
• Familiarity with genetics and DNA forensics