



Research Associate

Asia House is an independent think tank and advisory service. We work with companies and governments in Asia, the Middle East and Europe, facilitating high-level dialogue, providing business and market intelligence, and driving commercial outcomes. The Asia House Research and Advisory practice provides original research, from short-form pieces to detailed reports. The focus of our research is trade and investment, technology and transformation, and sustainability.

Role description

Asia House is seeking a Research Associate to join our Research and Advisory team, who deliver a range of services to multinational companies and governments. The Research Associate will work closely with clients and will be expected to generate accurate and original content. Additionally, the Research Associate will be required to reach out to senior business and policy leaders to secure their engagement in programmes, from roundtables to private briefings, to support the research effort.

Main responsibilities

- Undertake Asia House research projects, from short-form pieces to long-form reports, for distribution to the Asia House global network.
- Undertake research projects for clients ranging from political and business intelligence to market entry pieces, in coordination with the wider Asia House team.
- Work with Asia House Associates in the region to produce content, insights and advice for publication or proprietary client projects.
- Convene senior political and business figures for dialogue through roundtables and private briefings: identifying the relevant individuals; making contact; and securing them for discussions is an essential component of the role.
- Manage projects as commissioned by clients to ensure they are delivered on time and according to expectations.
- Identify business development opportunities and support formal and informal bids for new business.
- Draft client services proposals based on briefs from prospective clients, developing tailored packages to meet corporate and organisational needs.

The ideal candidate will:

- Have proven experience in a research and advisory role including some client-facing responsibilities.
- Have a good understanding of the international trade and investment environment and basic economics, and knowledge of business and policy issues in Asia.
- Have excellent English-language writing skills.
- Be highly organised and able to deliver outputs to internal and external stakeholders as required, including in short time frames as necessary across various concurrent projects.
- Enjoy working in a dynamic and fast paced environment.

Asia House is accepting applications now, with candidates urged to apply at their earliest convenience. To apply, please send a CV and cover letter to recruitment@asiahouse.co.uk

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