

Job Description: Field Lead

Company Description

*Clearstate, a business of the **Economist Intelligence Unit**, offers specialized healthcare market tracking intelligence complimented by strategic advisory services to help medical device, pharmaceutical, biotechnology, and healthcare service firms understand their current and potential markets, and implement pragmatic and innovative strategies to ultimately tap into new growth opportunities within Asia Pacific. Headquartered in Singapore, Clearstate aims to augment its field operations by seeking to add a high calibre and enterprising field lead to the team.*

Job requirement:

The primary tasks of the Field Lead are:

- ▲ Market research vendor liaison: Maintain close liaison with vendors to communicate fieldwork requirements clearly at the start of project and to ensure fieldwork timelines are strictly adhered to
- ▲ Ensure training and SOP compliance: Train vendors and in-house field team on the proper application of field surveys and interviews and ensure that they adhere to standard operating procedures
- ▲ Field project management: Overseas field research activities for projects to ensure successful deliveries, while managing vendors' compliance and flagging up any issues to analysts if necessary
- ▲ Field data quality assurance: Take ownership of each project's quality control and logic check requirements before vendor engagement to ensure adherence during delivery
- ▲ Field project execution: Conduct Field surveys and Interviews with medical professionals either face-to-face or on the phone

Candidate's profile :

The candidate should ideally possess the following skills/relevant experiences:

- ▲ Highly meticulous and possess exemplary organizational skills
- ▲ 1-2 years' experience in market research
- ▲ Excellent interpersonal skills with a friendly demeanour
- ▲ Proficiency in Microsoft Word and Excel
- ▲ Efficient at multi-tasking in a fast-paced work environment
- ▲ Independent worker and strong problem solver
- ▲ Versatile and able to think inside and outside of the box
- ▲ Able to work in a fast pace team structure
- ▲ Able to speak fluent English and other Asian languages (Bahasa Indonesia/Thai/ Vietnamese)

Contact us :

Please submit your curriculum vitae (no more than 2 pages) to cs-info@clearstate.com