### Traineeship Description

<table>
<thead>
<tr>
<th>Job Area</th>
<th>Research – Working Life - Working conditions and Sustainable Work</th>
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<td><strong>Job purpose</strong></td>
<td>The trainee will work on projects in the activity <em>Working conditions and sustainable work</em>, depending on specific expertise. The trainee will be involved in particular in the analysis of data from the 6th European Working Conditions Survey (EWCS) and the review of qualitative information on working conditions from national level sources.</td>
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<td><strong>Main responsibilities</strong></td>
<td>Assisting in the analysis of the data set of the 6th EWCS; assisting in preparatory work for conducting the 7th wave of European Working Conditions Survey in 2020; assisting in the review of qualitative information from Eurofound’s Network of Correspondents on practices to improve working conditions</td>
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| **Typical responsibilities:** | • Quality control of national contributions;  
• Literature reviews;  
• Data extraction from 6th EWCS and running of simple tables  
• Response to ad-hoc requests from external and internal stakeholders;  
• Preparation of slides for dissemination of Eurofound research;  
• Giving presentations for internal and external audiences;  
• General project assistance depending on the trainee’s abilities and preferences  
• Any other duty relevant to the role. |
| **Desired Academic background** | Relevant professional qualification applicable to economic or social policy related research in the following area(s): working conditions, labour market and employment. |
| **Desired Skills**         | • Good editing and drafting skills in English;  
• Good language ability; fluent in English and another EU language;  
• Interest in working in policy oriented research in the area of working life. |
| **Quantitative:**         | • Good numerical skills with a good level of computer literacy (going beyond MS Office and including data analytical tools, such as SPSS)  
• Attention to detail and ability to interpret statistical information;  
• Advantageous: knowledge of survey methodology |
| **Qualitative:**          | • Experience in conducting literature reviews and other forms of desk research (e.g. internet searches, screening of policy documents);  
• Some familiarity with institutions that are Eurofound’s key stakeholders (i.e. Trade unions, employer’s organisations, governments, European level institutions). |
| **Expected learning outcomes** | • To familiarise with the work of the EU Institutions and EU Agencies;  
• To deepen understanding of EU policy making in the employment and |
labour market area, notably as regards industrial relations and working conditions;
- To develop and enhance writing, editing and numerical/statistical skills;
- To develop research knowledge and capacities;
- To gather experience in working in a multi-cultural and multi-disciplinary team.