



**Analyst (International Education Projects)
12 Month Fixed-Term Contract**

Are you:

- Passionate about education?
- Adept at producing clear, concise and analytical written reports, with excellent attention to detail
- An excellent communicator, able to give confident and well-structured presentations?
- Well organised, able to organise your time and work across multiple projects in tandem to meet deadlines
- Fluent in English

Would you like to:

- Forge a career in a dynamic, progressive organisation by providing expert advice on international qualifications and skills?
- Develop specialist knowledge of the UK and international education systems?
- Contribute positively to the understanding, development and quality improvement of international qualifications?

...then we would like to hear from you.

Who we are and what we do:

Ecctis delivers a wide range of services, products and projects in the field of international education. We help make sense of international qualifications and support a range of clients including individuals, universities and colleges, awarding bodies and government ministries.

The work is varied and the atmosphere is enthusiastic, collegial, and supportive. There are opportunities to develop specialisms and to lead research and training for countries and regions.

Ecctis Ltd is committed to fostering a culture of inclusivity and connectedness. The core of our work involves working internationally with individuals all over the globe with different backgrounds. In recruiting for our organisation, Ecctis Ltd is an Equal Opportunities Employer, and welcomes the unique contributions you can bring; therefore, we specifically welcome applicants of all backgrounds, regardless of race (including colour, nationality, and ethnic or national origin), sex or gender, gender reassignment, sexual orientation, religion or belief, age, marriage or civil partnership, pregnancy and maternity, or disability.

The role:

As an Analyst working on our international education projects, you will work to support delivery of a growing portfolio of projects. Such projects are typically designed to support wider stakeholder understanding and recognition of international qualifications, inform further programme development, or guide educational reform.

The role will typically involve research, in-depth comparative analysis, and evaluation of international curricula, learning outcomes and assessment. This will involve detailed document analysis as well as some primary research, for instance drafting and analysing surveys to teachers and students or holding focus groups. As such, the ideal candidate would be able to work independently and enjoy reading for detail, whilst also being able to synthesise findings into high quality, concise and accessible reports to meet the needs of different audiences.



The role will also involve external liaison at times, whether with clients or external consultants, so you should be a confident and skilled communicator, able to support development of collaborative relationships and adapt your communication style to different audiences.

Ideally you will have proven experience in research or qualitative analysis and a passion for education. Full training will be given and there are opportunities to develop specialisms and/or work across a range of high impact, high visibility projects.

Ecctis Limited offers excellent opportunities for promotion and career development.

Office location:	Cheltenham, Gloucestershire
Starting salary:	£25,000-27,000
Benefits:	25 days annual leave plus bank holidays Company Pension scheme (the Company will match employee contributions up to a maximum of 6% of basic salary in the first year. Then the scheme becomes non-contributory with employer contributions of 10% leading to 20% based on years' service) Life assurance of 3 x basic salary for members of the pension scheme Bupa Private Health Care Scheme with employee contribution Employee Assistance Programme Employee Ownership Trust: <ul style="list-style-type: none">• As an Employee Ownership Trust, we do things a little differently from some other organisations. Every one of our employees has a voice and our people are highly motivated and committed. Our structure allows for our combined success as an organisation to be shared equitably across the Company. The trust is indirect, meaning that eligible employees are not shareholders directly, however they are held 'in-trust' by the Trust's Board of Directors.• The Employee Ownership Trust allows for a yearly tax-free bonus that is in addition to performance related bonuses to be paid to all eligible employees – dependant on the company's annual performance.• Eligible employees: Employees must be employed for 6 months before being an eligible beneficiary of the Trust.

Please note: All applicants must hold a current permit or visa showing their right to work in the UK.

To apply: Please email your CV and covering letter to recruitment@ecctis.com