

08 November 2018

### JOB DESCRIPTION

**Role:** Data Analyst / Researcher  
**Location:** Central London, with some flexibility for remote working  
**Contract:** Permanent, full-time  
**Preferred start date:** ASAP

#### **Opportunity**

This role is to analyse Tussell's proprietary database of government contracts in order to create original content and research for sales, marketing, social media and PR purposes.

It's your opportunity to join an early-stage but proven digital start-up that solves a big, socially useful problem: helping companies to do business with the government by improving transparency. You will join a dynamic team of engaged individuals working in a lean structure where everybody's contribution matters. You can be sure to work on varied challenges, have an impact on the business and evolve your role regularly in line with the company's growth.

#### **Company Background**

Tussell is the easiest way to find relevant government tenders and contracts. Our online database allows companies discover market trends and bidding opportunities in UK public procurement - a marketplace worth over £200 billion per year. That's equivalent to roughly 10% of UK GDP.

The company was founded in 2015 to fill the gap for useful and reliable data on public contracts - all in one place. Our customers include blue-chip companies wanting to grow their presence in the public sector; Central Government departments wanting to get better value from their suppliers; and financial firms wanting to do financial analysis of the Outsourcing sector.

We have become the media's go-to source of insight into government contracts, with more than 150 press citations in 2018 alone on public interest topics as diverse as contract exposure to Carillion, tenders for fire safety since Grenfell and investment in cyber security.

By turning open data into useful data, we help to make public procurement more transparent and accessible. Our business intelligence empowers companies big and small to unlock the potential of government contracts, and it enables the public sector to get a better deal for taxpayers by promoting healthy competition and supplier diversity.

Tussell is a founder-led B2B digital start-up based in a co-working space in London's Camden Town. Success for us is building a great online business that helps to make the UK the easiest place in the world for companies to do business with the public sector.

#### **Role**

The role is to analyse Tussell's proprietary database of government contracts in order to create original research for sales, marketing, social media and press attribution purposes. Examples of the type of content we generate already are available on the [Insights](#) page of our website.

On any given day, you will be responsible for research-related assignments like:

- Creating custom dashboards for Tussell's prospects and clients.
- Drafting marketing newsletters and topical blog posts.
- Updating content on our website.
- Finding timely public interest topics to tweet about.
- Developing story ideas for journalists based in order for them to cite our data.
- Originating and researching in-depth topics for PR purposes.

08 November 2018

Happy crunching data, you will also be engaged by current affairs and have a flair for joining the dots between the political and economic topics of the day and Tussell's database of government contracts in order to come up with original angles for research. Then, as a confident user of Excel, you will be able to analyse that data and synthesise your findings into insightful charts and clear commentary that tell a story or achieve a result.

### **Skills & Temperament**

In addition, you will:

- Be a natural self-starter who enjoys taking the initiative and challenging yourself to learn new things.
- Be energetic and engaged, keen to join a dynamic work environment where you can have an impact.
- Have excellent communication skills, both verbal and written.
- Have attention to detail, taking pride in going the extra mile to produce work on time and to a high standard.
- Be tech savvy and understand how to harness social media.
- Be commercial, happy to be client-facing when the need arises and able to articulate Tussell's value proposition to a variety of different audiences.
- Flexible and versatile, working reactively to tight deadlines one moment and taking the initiative on bigger original research projects the next.
- Be resilient, keen to receive constructive feedback and handle pressure when a lot is going on.
- Be empathic, easy-going and able to get on with other people.

### **Experience**

*Required*

- Bachelor's degree, grade 2:1 or above.
- Strong knowledge of Excel and other tools for crunching data. The selection process will involve a test assignment.
- Experience of data analysis, either in an academic or professional capacity. If you have projects that you can discuss and share then highlight them.

*Preferred*

- 1-2 years work experience, either in a post-graduate academic, non-profit or corporate environment.
- Experience of data visualisation tools like Tableau, or at least the willingness to start learning it.
- Experience of writing punchy copy like blogs and of building/engaging a community on social media.
- Experience of updating a website.
- Tech savvy and knowledge of or interest in learning analytical tools or programming languages.

### **Role Progression**

Typical role progression after 12-24 months could include: customer-facing sales & client support; marketing & comms; product development; business operations; or strategy and corporate development.

### **Compensation**

Starting salary of £25,000 - £30,000 per annum depending on experience or fit. Potential for bonus scheme and/or equity options for proven high performers with at least six months of tenure.

### **How To Apply**

Please submit your CV with a covering letter making the case for your suitability for the role and why you want it to [gus@tussell.com](mailto:gus@tussell.com). We hate generic cover letters so don't apply unless you're actually interested in the role and have bothered to learn what we do from our website. No agencies please.