

05 March 2019

### JOB DESCRIPTION

**Role:** Data Analyst in the Insight Team  
**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 and insightful content for client research, marketing, social media and PR purposes.

It's your opportunity to join an early-stage but proven digital venture that promotes a well-functioning government marketplace. You will join a small but talented team of engaged and collaborative people. You can be sure of working on varied challenges, of learning constantly, of having a tangible impact on the business and of developing your role regularly in line with the company's rapid growth.

#### **Company Background**

Public procurement is one of the most important tools government has for driving social and economic prosperity across the UK. It is at the heart of delivering the high-quality public services and infrastructure that are critical to the functioning of our day to day lives.

Tussell is the trusted source of data and analysis on UK public tenders and contracts. Our premium business intelligence service allows subscribers in business, government and capital markets to get unparalleled insight into activity and opportunities in UK public procurement - a marketplace worth over £383 billion in 2018 - equivalent to roughly 10% of UK GDP per annum.

The company was founded in 2015 to fill the gap for useful and reliable data on public contracts – a previously opaque area. Better visibility of spend helps to make the government marketplace more transparent, competitive and accountable. Our online subscription service helps companies to grow their presence in the public sector; public sector contracting authorities to manage value and risk in their supply chain; and capital markets firms to anticipate investment opportunities and risks in government outsourcing and infrastructure projects.

We have become the media's go-to source of insight into government contracts, with more than 55 press citations since the start of 2019 on public interest topics as diverse as Seaborne Freight (a story that Tussell broke), fire safety since Grenfell, cyber security and Brexit-related consulting contracts.

Tussell is a founder-led B2B digital venture 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**

You will sit inside the expanding Insight Team. The main goal of the team is to translate our data into actionable insights for clients and interesting stories for external marketing purposes. The role is a mix of traditional researcher and content marketer. A typical week might include:

- Writing a report for a company that wants to learn more about what the government is purchasing
- Unearthing interesting contracts for the media
- Drafting a blog for our marketing outreach
- Building our Twitter community
- Maintaining our internal reporting and key performance indicators (KPIs)

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## Skills & Temperament

Confident crunching and interpreting data and with a proven aptitude for quantitative analysis, you will also be highly engaged with current affairs. The inherently political nature of our research necessitates that all the team have a keen understanding of the political and economic topics of the day. The ability to learn fast, desire to get stuck in, and capacity to originate your own ideas soon after joining are also essential.

In addition, you will:

- Be a natural self-starter who enjoys taking the initiative and challenging yourself to learn new things
- Have excellent communication skills, both verbal and written
- Be naturally commercial, happy to be client-facing when the opportunity arises
- Have attention to detail and take pride in going the extra mile to produce work on time and to a high standard
- Be resilient, flexible, good under pressure and most importantly open to constructive feedback
- Be empathic, easy-going and good at working in a team

## Experience

*Required*

- Bachelor's degree, grade 2:1 or above
- Good knowledge of Excel
- Demonstrable experience of data analysis
- Experience of writing crisp newsletters, blogs or tweets or other public-facing content

*Preferred*

- 1-2 years' work experience, either in an academic, non-profit or corporate environment
- Conducting in-depth research projects
- A basic understanding of public procurement, contracting and outsourcing
- Knowledge of Tableau or other data visualisation tools
- Being tech savvy, curious to learn how to use new software 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 nine months of tenure.

## How To Apply

Please submit your CV with a covering letter making the case for your suitability for the role to [miranda.evans@tussell.com](mailto:miranda.evans@tussell.com). We hate generic cover letters - we're more interested in understanding your motivations for applying to this particular role and in what you as a person can bring to the company than in a list of your past accomplishments.